

Site	Approx Arrival Time	Pickup/Delivery Location
Leave UICOMP	1:00	Mailroom B105
OSF 530 NE Glen Oak Ave.	1:05	OSF Mailroom
Saint Francis North Bldg. 624 NE Glen Oak Ave.	1:10	Pediatrics Admin Offices Medicine Admin. Offices Radiology Admin. Offices Radiology Residency Neurology/Neurosurgery Admin. Offices OB/GYN Admin. Offices Emergency Medicine Surgery Admin. Offices, Residency
Easter Seals 507 E. Armstrong Ave.	1:35	Child Development - 2nd Floor
OSF 420 NE Glen Oak	1:45	OSF Clinic - Rm 1116
UICOMP	2:00	Receiving
OSF Center for Health 1800 Knoxville Ave.	2:15	University Pediatrics - Suite C Pediatric Resource Center - Suite B
Unity Point Health-Methodist 221 NE Glen Oak Ave.	2:30	Mailroom - Mon, Wed, Fri
Unity Point Health - Methodist 900 Main St. - Atrium	2:35	Psychiatry & Behavioral Medicine Suite 720
Family Medical Center 815 Main St.	2:45	Family & Community Medicine Suite B
Positive Health Solutions 222 NE Monroe	2:55	Suite 901
UICOMP	3:10	Mailroom B105

Route days: Monday - Friday

Parcels must be in the Mailroom by 11:30 to ensure same day delivery.

Any additional requests or questions should be directed to: UICOMP-Dept-printshop@uic.edu

Effective Feb 6, 2023