

NON-MAIL DELIVERIES

Any **non-letter** and **non-package** deliveries to campus (that is NOT from USPS, UPS, Fed-Ex, or any other official mail delivery service) **cannot** be received at the MMI Mailroom and must be received directly by the cadet.

MMI employees may not receive deliveries on the cadet's behalf (except for pre-arranged coordination with businesses who regularly provide care package items).

MMI is not responsible for any unattended non-mail delivery items, including perishable food items.

-  **Cadets should arrange their non-mail deliveries to arrive according to their (the cadet's) availability and schedule.**
-  **Cadets should plan to wait for the delivery drivers in the Guardhouse when they receive a notification that the delivery driver is on their way.**
-  **Cadets will be responsible for all correspondence with the delivery drivers.**
-  **Cadets will use the address information below and instructions to coordinate their deliveries:**

ADDRESS

Address for food, grocery, and any non-mail delivery services (i.e. Walmart Delivery, Instacart, etc.):

Marion Military Institute Guardhouse
ATTN: [your name here]
1101 Washington Street
Marion, AL 36756

INSTRUCTIONS

Please copy this note in the delivery instructions line:

This delivery is to a college. The student will meet the driver in the college's Guardhouse. Coordinates for the Guardhouse: (32.6246812, -87.3207625). The Guardhouse is on the corner of Wilkerson Drive and Perry Street, and is marked with a sign.

GUARDHOUSE COORDINATES:

(32.6246812, -87.3207625)

