

# 25 West Main Handbook

## Mail Services

A central mail area is located on the 1st floor of the building. Each tenant is assigned a mailbox and all mail is delivered by the U.S. Post Office to this location. If you receive a package that is too large to fit in your mailbox or if you receive a registered or certified letter, the Post Office should deliver it directly to your office.

The Post Office Capitol Station is located at 2 East Mifflin Street, Suite 103.