Fedex Pickup Locations

*You will need to ask Ada or Heather for a FedEx Airbill. Please plan in advance for this. We are here from 8am-5pm, Monday through Friday...*

*You are responsible for packing your own boxes and taking them to the appropriate drop box...Please note that the pickup time on the first floor of Gates is 3pm...*

*Supplies can be found in our copy room (Gates 377) in the cabinet marked FedEx, or downstairs in the shipping and receiving room (Gates 174).*

*The FedEx customer service number is 1.800.Go.FedEx (1.800.463.3339) if you need more information.*

Gates Building – Shipping and Receiving
  1st Floor Gates Building (place on shelf labeled FedEx in white cabinet outside room 174)
  Last Pickup is at 3pm

Tresidder Lobby
  on the second floor (205 Tressider)
  Last pickup is at 4pm

Terman Building
  near Panama Street, next to Durand and facing Terman entrance
  Last pickup is at 4pm

Encina Hall
  Outside front entrance, at curb of parking inlet.
  Last pickup is 4:30pm.

The Oval
  Southeast corner, across from Main Quad (Bldg 120)
  Last pickup is 4:45pm.

Medical Center Building
  side-building entrance facing Fairchild building opposite side of Lane library entrance
  Last pickup is at 5pm

University Avenue
  525 University Ave
  Last pickup is at 5:30pm

Palo Alto Square...This is an actual staffed location
  3000 El Camino Real......corner of El Camino and Pagemill Road.
  Hours 9am-5:45pm.....They reopen from 6:00pm-7:00pm for West Coast shipments. (This includes Colorado Springs!)