



MAIL ROOM SERVICES

The Centenary Mail Room is open from 8:30 am to 4:15 pm and closes for lunch between 12:00 and 1:00. In addition to processing the business mail for Centenary University, our in-house Mail Room also offers a variety of personal services to all employees and students. These include receiving/sending out first class mail, book and library rate items; packages weighing up to 1lb and certified mail, in accordance with U.S. Post Office regulations.