

mHUB Member Shipping Process

mHUB does not have standard daily pick-ups from any shipping companies

When deliveries are made to the building, many drivers will pick up outgoing packages but that is not guaranteed. To ensure your packages are shipped out you will need to schedule pick-ups with the carrier of your choice.

Please do not leave any packages outside of the building or in the vestibule – you should utilize the designated areas for outgoing packages in the lobby and in the dock.

As we look for a long-term solution for 2021, for now, you can use the designated areas in the lobby or the dock to place outgoing items for USPS, FedEx, DHL, and UPS.

US Postal Service	DOCK: Pickup is not guaranteed. You must schedule a pickup and list dock as location.
	LOBBY: Pickup is likely but not guaranteed. If your package has a tight timeline, you should schedule a pickup and list lobby as pick up location
UPS	DOCK: Daily pickup at 6pm. Item must be put on the shelf designated for UPS. Still best practice to schedule pickup and list dock as location.
	LOBBY: Pickup is not guaranteed. You must schedule a pickup and list lobby as location.
FedEx	DOCK: Pickup is not guaranteed. You must schedule a pickup and list dock as location.
	LOBBY: Pickup is not guaranteed. You should schedule a pickup and list lobby as pick up location
DHL	DOCK: Pickup is not guaranteed. You must schedule a pickup and list dock as location.
	LOBBY: Pickup is not guaranteed. You should schedule a pickup and list lobby as pick up location

If you have questions about where these designated areas are do not hesitate to reach out to me.

Thanks!

Mcauley