

# Designing a Modern, Compliant Mail and Package Room

Course #: CMD070118  
Face-to-Face Learning Providing 1 LU HSW

## Course Description:

This 60-minute course provides the information necessary to effectively specify centralized mail delivery in new construction for multifamily residential, commercial office buildings and institutional facilities such as residence halls, or student/military housing as required by the U.S. Postal Service. This course includes an overview of the different types of equipment, recommending applications, detailed information on current equipment standards, and accessibility considerations.

## Learner Outcomes:

At the end of this course, participants will be able to:

- State the mailbox installation specification differences between the United States Postal Service (USPS), American with Disabilities Act (ADA) and Fair Housing Act (FHA).
- Specify space planning requirements necessary for correct centralized mail and package delivery equipment to meet USPS specifications and accessibility requirements.
- Outline at least one design strategy based on accessibility standards for residential centralized mail and parcel delivery equipment.
- Identify tips for improving collaboration with US Postal officials necessary for successful approval of centralized mail and package delivery designs.



## Point of Contact:

Ready to learn more about centralized mailbox equipment?

Contact Mike Travisano, Architectural Sales Representative, to schedule your one hour class, today!

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