

## Document Delivery Policy- Mail items to Azusa Pacific University Community

In order for library items to be mailed to members of the Azusa Pacific University (APU) community, which includes the University College (UC) community, the address will be **15 miles** or further away from APU's Azusa campus. The address that we send the items to will be what is on file in the library system, Sierra. Sierra obtains the addresses from what is on file with APU's registrar's office. Every item will be mailed for free and include a pre-paid return address label for returning the items.

Note: The address is typically the community member's home address. This policy does not take into account where the class is being taught/taken.

For questions concerning mailing items to APU and UC members please contact:  
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