Mailing Address Changes

Effective: Moved to Policy Library from UPM 12.6(2)
Contact: Postal and Parcel Services

Introduction
This policy complies with the U.S. Postal Service Conditions of Delivery.

Policy Statement
The U.S. Postal Service will not accept mail change of address orders for mail addressed to the University. Individuals who leave Iowa State University need to provide change of address information directly to the respective mailing individuals/companies if mail and parcel forwarding is needed. In cases where a change of address has not been made, mail and parcel forwarding service will be at the discretion of and handled by the receiving department.

Resources

Links
- Postal and Parcel Services