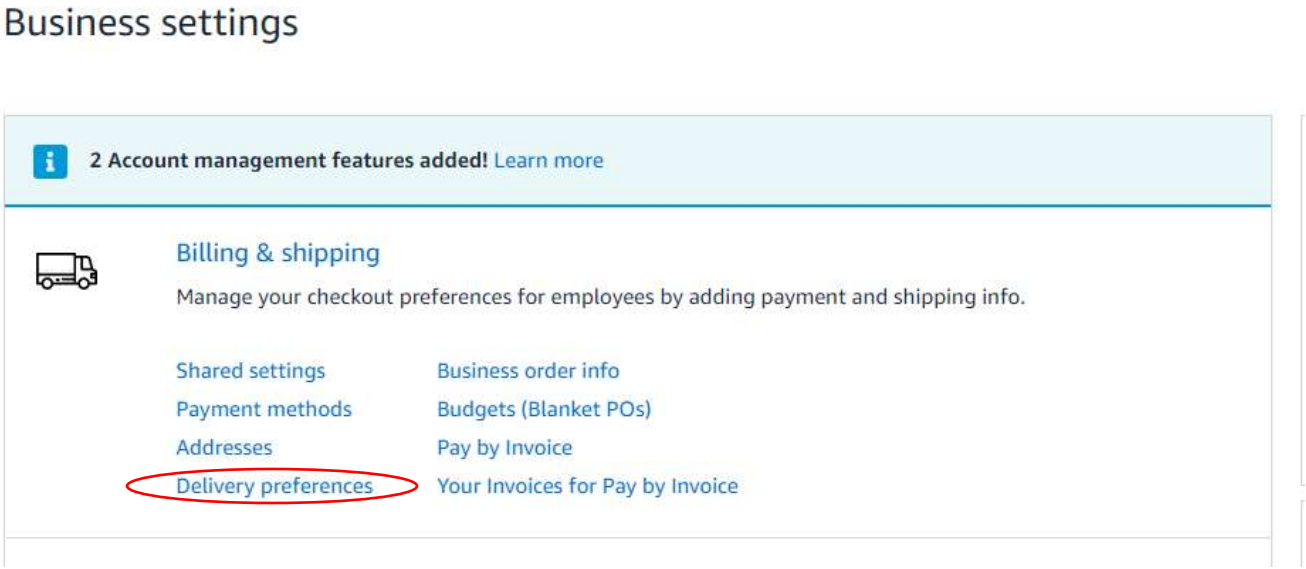
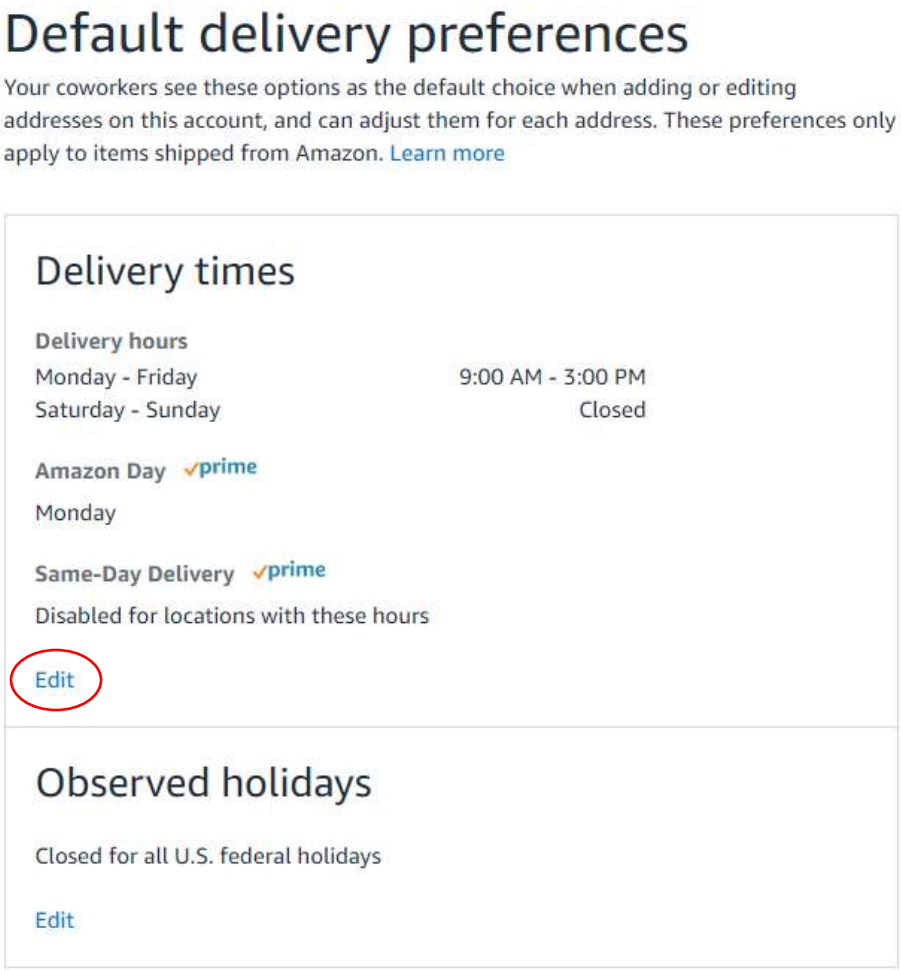
In your Business Settings, Delivery Preference under Billing & Shipping



Then update the days/hours to remove any days or times that may result in packages being left without anyone to receive them.



This will set up a set Delivery Schedule that coincides with your school hours of operation, and help avoid any deliveries being left outside the building after hours or on the weekends.

If you are still having delivery issues with Amazon please contact Kris Wishart in Purchasing (ext. 88708)