

## Supply Services & Duplication Station Important Year-End Deadlines

June 7, 2019, 2:00 pm	Final Date for placing special orders.
June 10, 2019, 12:00 pm	Deadline to place paper orders for delivery (Item 1239)
June 12, 2019	Final paper delivery for FY 2019.
June 14, 2019, 4:00 pm	Final day for FY 2019 charges at Supply Services and Duplication Station.
June 17 and 18, 2019	Supply Services & Duplication Station closed for inventory.
June 17 and 18, 2019	No deliveries.
June 19, 2019, 8:00 am	Supply Services & Duplication Station begins FY2020 business.
June 19, 2019	First paper delivery for FY 2020.

Please contact us if you have any questions regarding these deadlines:

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supplies@wichita.edu

Duplication Station  
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