

**MAILBOX INFORMATION
HERMAN CROWN CENTER**

Name: _____

Room Number: _____ Mailbox Number: _____

Phone Number: _____

Email Address: _____

Combination: L _____ R _____ L _____

Your Resident Assistant is: _____

Room Number: _____ Phone: _____

Your Mailing Address Is:

Your name
Your mailbox number
Herman Crown Center
425 S. Wabash Avenue
Chicago, IL 60605

Mailboxes are located on the first floor of the Herman Crown Center next to the elevators. Combinations need to be turned to the left twice, right twice and then straight back to the last number. When you reach the last number, juggle the dial back and forth a few notches until it clicks or becomes difficult to turn. If you have problems, contact your RA or Mailing Services at ext. 3578.

Please return this portion of the form to the Office of Residence Life-HCC 110.

Name: _____

Mailbox Number: _____