To: SCELC Participants

From: Larry Lum, Unity Courier Service (323) 255-9800 x7606

Re: Courier Labels through Unity Courier Shipping Portal **(dst.unitycourier.com)**

Unity Courier Service is pleased to announce recent enhancements to our shipping portal specifically geared towards courier movements for the library networks.

Shipping profiles have been created on our portal, dst.unitycourier.com and a Quick Start Guide for DST has also been included for basic functions of the web-based shipping application.

Cust ID	Company	Address	City	State	Zip
7FFX	Point Loma Nazarene University Library	3900 Lomaland Dr.	San Diego	CA	92106
7FFF	Occidental College Library	1600 Campus Road	Los Angeles	CA	90041
7CZE	Pepperdine University / Payson	24255 Pacific Coast Highway	Malibu	CA	90263
7FRP	California Baptist University	8432 Magnolia Avenue	Riverside	CA	92504
7OSD	William Jessup University Library	2121 University Ave	Rocklin	CA	95765
7FRQ	California Institute of the Arts Library	24700 McBean Parkway	Valencia	CA	91355
7FRW	Westmont College Library	955 La Paz Road	Santa Barbara	CA	93108
7FRT	Holy Names University / Cushing	3500 Mountain Blvd	Oakland	CA	94619
7FRS	Dominican University of California	185 Palm Avenue	San Rafael	CA	94901
7FEW	The Claremont Colleges	800 Dartmouth	Claremont	CA	91711
7OSE	Caltech	1201 E. California Blvd	Pasadena	CA	91125

To log into dst.unitycourier.com, you will need your Cust ID (listed above) and an email address and password (default is "unity"). We need each library to provide a Name and Email Address to customerservice@unitycourier.com or llum@unitycourier.com for creation of user profile and final activation.