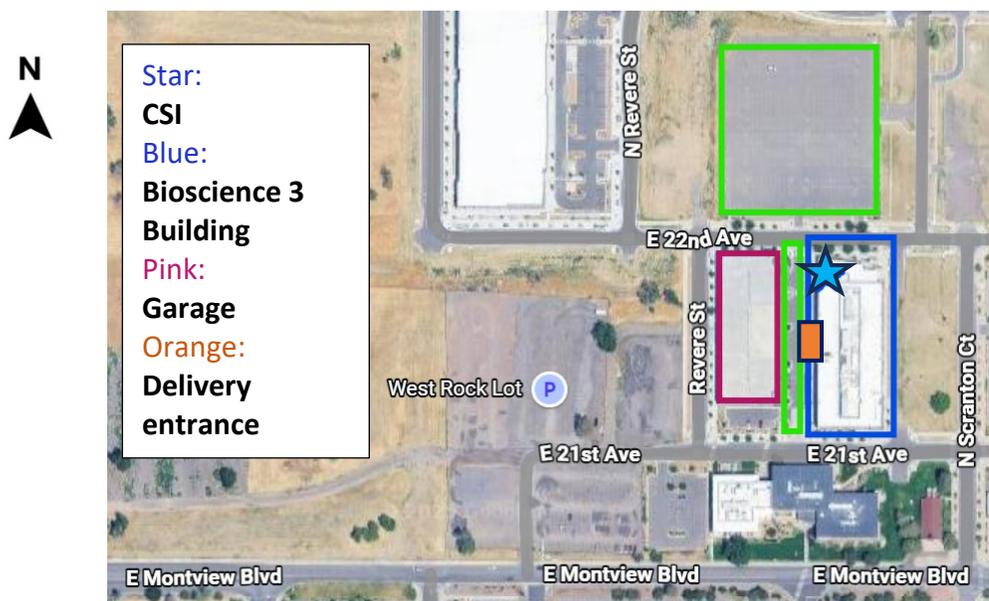


## Shipping Logistics:

Center for Surgical Innovation  
2115 N Scranton St.  
Bioscience Building 3, Suite 1035  
Aurora, CO 80045  
303-724-8988

Please email [csi@cuanschultz.edu](mailto:csi@cuanschultz.edu) to schedule your delivery/pickup

- We can accept deliveries between 9am-4pm
  - Please send shipping/tracking information once it is available
  - All deliveries and pickups are the responsibility of the client. Fed Ex Ground/ Express and UPS do not have prearranged daily pickups at CSI unless scheduled by clients.
- Drivers should come to the delivery entrance located on the west side of the building
    - Trucks should pull up along the curb in front of the park benches with the rear of the truck towards the handicapped spaces BUT NOT BLOCKING THEM
    - Drivers call the lab at **303-724-8988** when they arrive or ring the doorbell
  - CSI Staff can accept pelicans, totes, and boxes. (FedEx, UPS, USPS, Private shipping companies)
  - Any capital equipment (monitors, scopes, wheeled equipment, pallets, and crates) **must have a member of industry here to accept and unload**
    - If you order “White Glove Service” with your shipping company, the driver may uncrate the items and industry would not have to be present. CSI Staff are still not able to assist
    - Due to space restrictions, there is no on-site crate storage. All crates and pallets must be taken away on the truck and brought back to CSI when picking up equipment
  - We do not have a pallet jack on site, so deliveries will have to be unloaded on the sidewalk then brought directly into the lab storage
  - Rolling items can be pushed up the handicap ramp onto the sidewalk or drivers can back up to the sidewalk and drop the liftgate directly onto it



CSI is available at **303-724-8988** to direct drivers if needed. Please reach out if there are any questions!