



# WESTMONT



**COLLEGE STORE, MAIL CENTER,  
AND TEXTBOOK CENTER**  
*SUMMARY FOR STUDENTS AND PARENTS*

## COLLEGE STORE

- In an effort to provide the safest possible shopping experience, all of the College Store's inventory is now online. Purchases will be delivered to the Mail Center for pickup or available "curbside" at the door of the store.
- For in-store shopping, the store has a number of new protocols in place:
  - » Customers will enter the store from the west (library) side of the building, where they will have their temperature taken and will be asked about the presence of COVID-related symptoms.
  - » Occupancy will be monitored and limited in order to allow appropriate physical distancing.
  - » Hand sanitizer will be available at both the entry and exit areas of the store.
  - » Signage will be in place throughout the store reminding customers to maintain appropriate physical distancing and to wear a face covering at all times.
  - » Customers will exit on the north side of the building, nearest the checkout counter.
- The store will have enhanced cleaning and disinfecting throughout the day, with a more rigorous cleaning at the end of each day.
- The payment method will be touchless or the payment keypad will be sanitized after each use.

## MAIL CENTER

- The Mail Center will be open with regular hours of 10:00am-4:00pm, Monday – Friday. We will offer extended package pickup hours and limited shipping hours during the first two weeks of class. Textbook orders will be picked up at the Mail Center. Please refer to our website [www.westmont.edu/mail-center](http://www.westmont.edu/mail-center) for further details.
- Due to the limited space in the lobby, only one customer will be allowed inside at a time. Reminders of appropriate physical distancing are in place.

## TEXTBOOK CENTER

- The Textbook Center will be offering a textbook buyback opportunity at the beginning of the semester. Please watch for an email from our Textbook Manager, Leslie Smith, for details.
- Weather permitting, textbook buyback and rental returns will be done on the patio outside of the Mail Center to allow for safe distancing protocols.

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