



BARTLEY PRINT CENTER

We are on the Move!

Graphic Services: On Tuesday, January 2, Graphic Services will begin its relocation from Garey Hall to Aldwyn One, Garden Level, on Lancaster Avenue (building 75 on the [Campus Map](#)). We anticipate the move taking approximately two weeks, during which time normal operations will be impacted and some projects will require extra time to be produced. We ask that everyone please plan ahead and leave as much lead time as possible on projects.

UPDATE 1-13-24: We are anticipating delays over the next couple weeks please allow plenty of time to have your jobs printed and delivered. We appreciate your patience.

STUDENTS Update on the Bartley Print Center Move

The Bartley Print Center has merged operations with Graphic Services and relocated to Aldwyn One at the conclusion of the Fall 2023 semester. After the move Print Center services will be offered in Aldwyn One on Lancaster Avenue (building 75 on the [Campus Map](#)). In this new location, the Print Center will resume normal operations and accept [iPRINT](#) and walk-up job submissions for faculty, staff, and students.

UPDATE: For the next 2 weeks student iPRINT jobs will be delivered to the bins twice a day at Bartley. please allow plenty of time to have your jobs printed and delivered. We appreciate your patience.

Mailroom: Also in January 2024, the mailroom will be relocating from Kennedy Hall to Aldwyn One on Lancaster Avenue (building 75 on the [Campus Map](#)). Mail Services will continue to serve as central receiving for the university and the move will not impact on-campus delivery services or campus mail. Student package services will not be changed or impacted by this move. After the move, outbound mail and packages can be given to your daily mail carrier or dropped off to Aldwyn One.

We appreciate your patience during this time and look forward to getting these areas up and running in our new location. For the most up to date relocation timing and information, please visit the [iPRINT Portal](#) - or email Bonnie.Lyons@villanova.edu with any immediate questions or concerns.

Sincerely,

Bonnie Lyons