

Steve Sisolak
Governor



Laura E. Freed
Director

Matthew Tuma
Deputy Director

JoVon Sotak
Interim Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Nevada State Library, Archives, and Public Records
100 N. Stewart Street | Carson City, NV 89701
Phone: (775) 684-3339 | TDD: (775) 687-8338 | Fax: (775) 684-3311

MEMORANDUM

April 22, 2021

TO: All Agencies
FROM: JoVon Sotak, Interim Administrator
SUBJECT: Carson City Mail Room Reopened

State Mail Services staff in Carson City will return to work on Friday, April 23, and normal mail operations will resume.

Important Information:

- All mail services, including interoffice mail pick-up and delivery, will resume on Friday, April 23.
- Delayed mail will be caught up within two business days.

For questions or concerns, please contact MailServices@admin.nv.gov.

We appreciate your understanding and cooperation during these difficult times.