

Steve Sisolak
Governor



Laura E. Freed
Director

Matthew Tuma
Deputy Director

James Gast
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Mail Services Division
mailservices@admin.nv.gov

Carson City Office
720 East 5th Street
Carson City, Nevada 89701-5079
Phone: (775) 684-1860 | Fax: (775) 684-1865

Las Vegas Office
555 E. Washington Avenue, Suite 1200
Las Vegas, Nevada 89101-1087
Phone: (702) 486-2485 | Fax: (702) 486-2648

MEMORANDUM

February 25, 2022

TO: All Agencies

FROM: James Gast, Administrator

SUBJECT: **Carson City Mail Services Division – Service Restored**

On February 23, 2022, the Mail Services Division issued a memorandum informing agencies of service delays in the Carson City Mail Room. We are pleased to announce that our equipment is back online and fully functioning.

Mail Services was able to add postage offline for customers during the outage; however, customers should expect a 2-day delay for some mailings from February 23–25. Interdepartmental mailings and FedEx packages were not impacted during this time. Certified mailings were processed as priority with minimal delays. Departments with large regular jobs were not impacted by the delay.

We appreciate your patience and understanding as we worked to resolve the issue. For questions or concerns, please contact MailServices@admin.nv.gov.