

Bureau Store Now Open by Appointment

Given ongoing public health concerns about Covid-19, we have implemented new procedures to ensure the safety of our employees and our visitors.

Effective immediately, Store visitors must call ahead to schedule (1) Curbside Pickup or (2) Visiting the Store in person.

Curbside Pickup

Pickups are on **Tuesdays and Thursdays**, 9 a.m. to 12 p.m. and 1 to 4 p.m.

- All curbside-pickup orders for publications are by appointment only. Appointments and payments for publication pickups are made through the Bureau Store by phone (512-471-7144) or email (pubsales@beg.utexas.edu).
- All curbside orders must be prepaid before pickup.
- Customers will call the bookstore (512-471-7144) upon arrival in the north parking lot at BEG's front entrance (see map below).
- Customers will remain in their vehicle while items are placed in their trunk.



☆ Curbside pickup location.

For maps and directions to the Bureau, please see <https://www.beg.utexas.edu/about/directions-and-maps>

Visiting the Store in Person

All visits to The Bureau Store are by appointment only. No walk-in visitors will be admitted. Bureau Store hours are 9 a.m. to noon and 1 p.m. to 4 p.m., Monday through Friday.

Appointments for visiting the Bureau Store are made by phone (512-471-7144) or email (pubsales@beg.utexas.edu). Appointments are limited to 45 minutes.

- Bureau Store visitors must provide written replies to the following health-check questions and submit them via email to Bureau Store staff 24 hours before the scheduled visit. Bureau staff will sanitize the Bureau Store desk area before, and between, customers' visits and at the end of the day.
 - *Have you been in contact with any person that has tested positive for Covid-19 within the last 14 days?*
 - *Do you currently have a fever of greater than 100 degrees F?*
 - *Are you having any Covid-19 symptoms, like a cough or shortness of breath?*

For safety reasons, visitors will not be granted access to Bureau facilities unless all three of the health-screening questions have been satisfactorily answered.

Arriving at the Bureau

- Upon arrival, the customer should park and call the Store (512-471-7144).
- A Store staffer will meet the customer at the Bureau's front door.
- Only one customer at a time will be allowed in The Bureau Store.
- All Bureau Store visitors must wear a mask at all times.
- Visitors must maintain social distance (6 ft) while in Bureau facilities.
- Payment will be touchless, preferably by credit card.
- Bureau Store customers may not visit other parts of the Bureau, except in the company of Bureau staff (unless prior arrangements are made).

Contact -- Dennis Campa, pubsales@beg.utexas.edu, (512-471-7144).

We appreciate your cooperation and understanding. Thanks for your patronage!