

## County Mail

County mail is the mailing of documents between EUHSD and other school districts within San Diego County.

Mail is picked up and delivered via county truck at DSC Monday and Thursday by the San Diego County Office of Education (SSDCOE).

### **County Mail Process:**

- Please write 'County Mail' across the top of envelope.
- Please include a return address in upper left-hand corner on all envelopes.
- Please include the following information:
  - Name of School District
  - Person of Department the documents are to be sent to
  - Address