

AMAZON HUB LOCKER

ORDER & PICK-UP INSTRUCTIONS

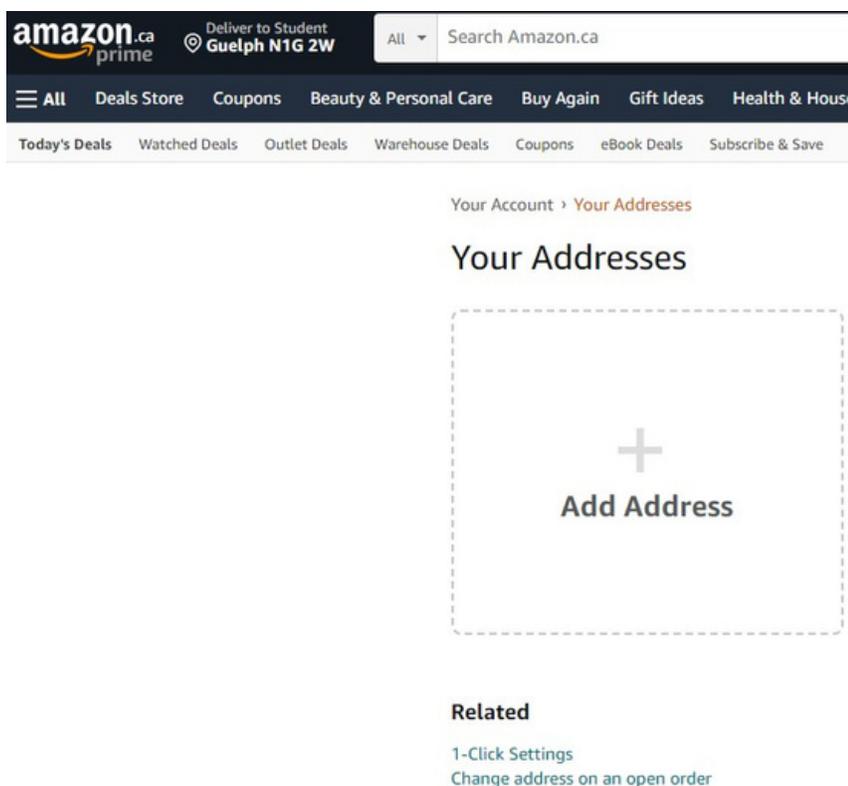


Basic Info Page:

<https://amazon.ca/locker>

To add the Hub Locker as an address and select it when buying items, follow the below steps.

1) In your Amazon account, select “Your Addresses” and then select “Add Address”:



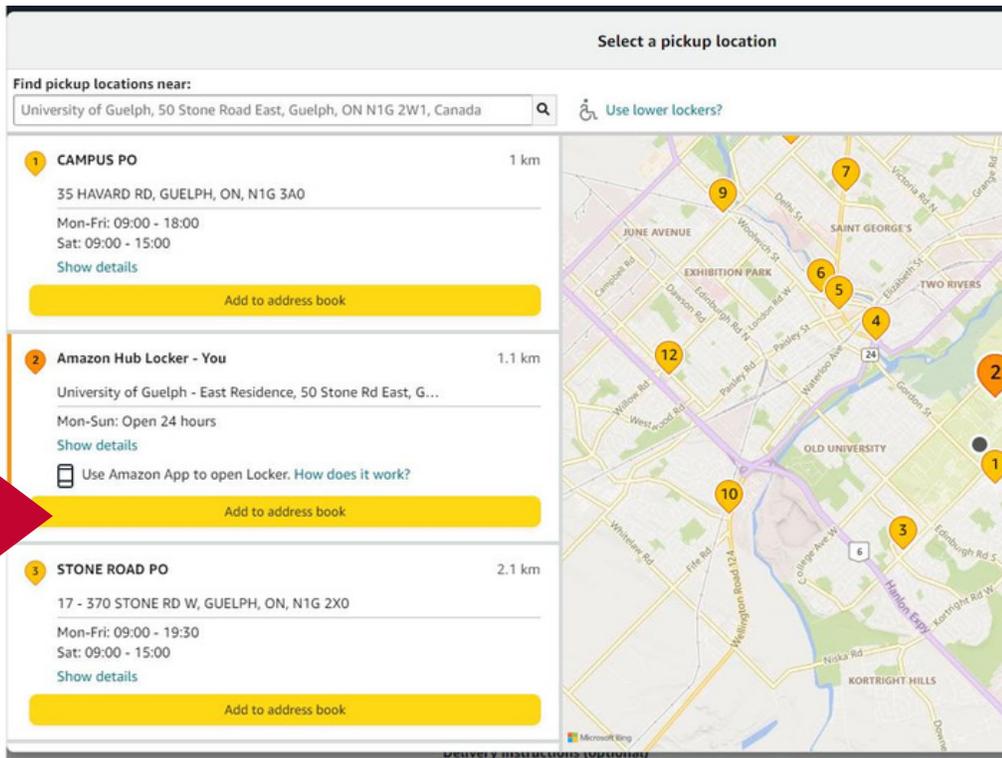
2) Then select “Find an Amazon collection location near you”:

Your Account > Your Addresses > **New Address**

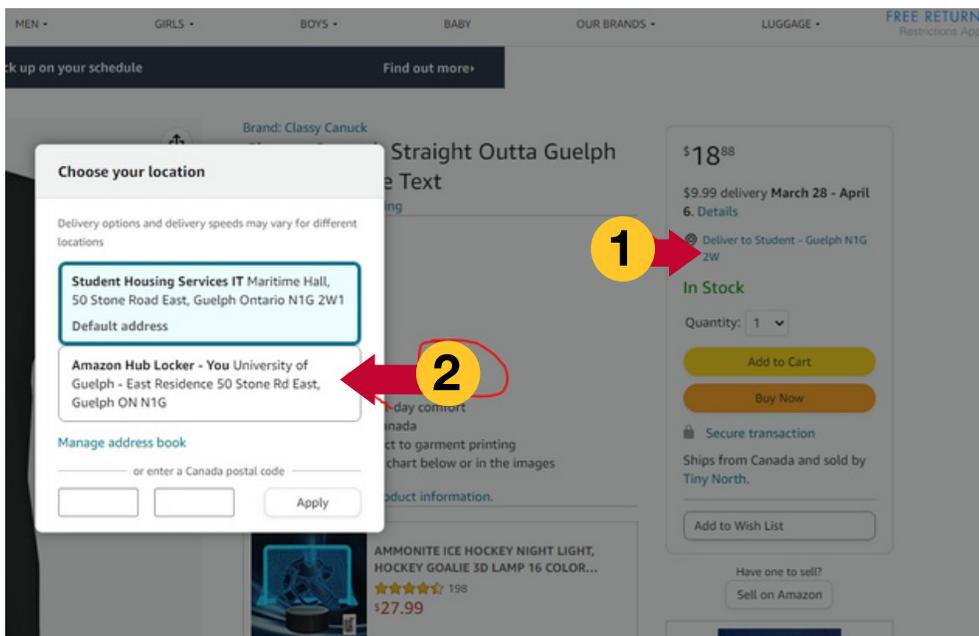
Add a new address

 Or find an Amazon collection location near you

3) Then search 50 Stone Road East, Guelph, and select “Add to address book”:



4) When you buy an item you can change the delivery location. Select the location icon and then change it to the Amazon Hub Locker at East:



The below info is helpful for when the item is in the locker and ready to be picked up. Steps on the Amazon website:

<https://www.amazon.ca/gp/help/customer/display.html?nodeId=GRQMENKQV9RQ6BWF>

The steps are below as well:

Collect a Package at an Amazon Hub Locker

You can collect your package from an Amazon Hub Locker after you receive your pickup code.

Note: Collect your package within three calendar days after it is delivered to the Locker. If you don't collect your package by the end of the third day, we'll take it back and give you a full refund.

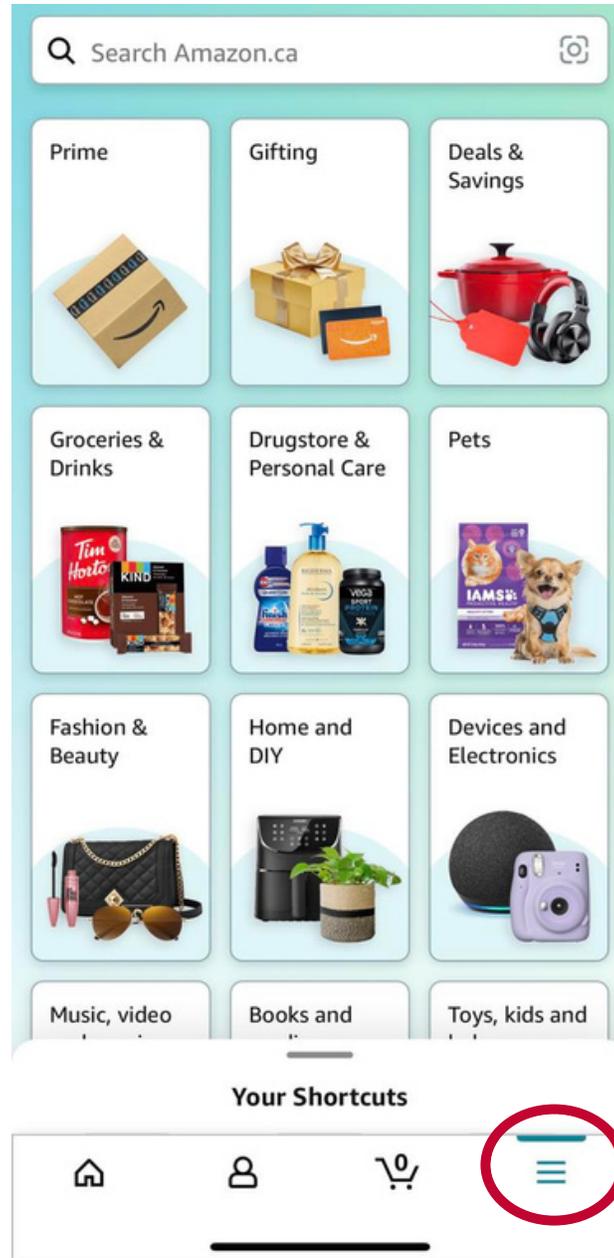
To pick up your package, do one of the following:

- For Lockers that require a pickup code:
 1. Go to the Locker location.
 2. Locate the 6-digit pickup code and barcode in your delivery confirmation email.
 3. Enter your pickup code on the touch-screen display or scan the barcode using the Locker scanner. The scanner is located directly beneath the touch screen of the Locker.
- For Lockers that require a smartphone with the Amazon Shopping app installed:
 1. Go to the Locker location.
 2. Tap the Start Pickup button in your delivery confirmation email. You'll be navigated to the Locker detail page in the Amazon Shopping app.
 3. When the Locker detail page loads, wait a few seconds for the app to connect to the Locker automatically via Bluetooth.
 4. Once connected, you'll be able to tap the Open Locker button in the app to open the Locker.

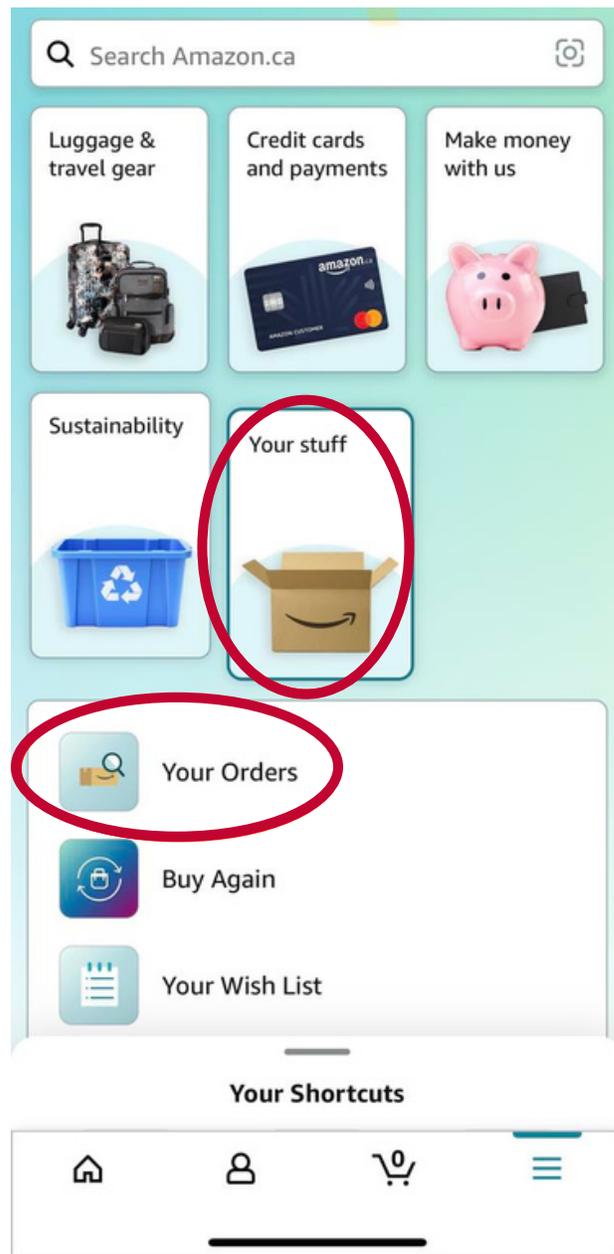
Note: If you want someone else to pick up your package from an Amazon Hub Locker, simply forward the delivery confirmation email with the pickup code or the Start Pickup button to that person. If your package was delivered to a smartphone Locker, the person who's picking up the package on your behalf will need a smartphone with Bluetooth connection and the latest version of the Amazon Shopping App.

Screenshots from within the app:

1) Click on the three lines in the bottom right corner:



2) Then click on "Your stuff" and it will show "Your Orders". Click on that.



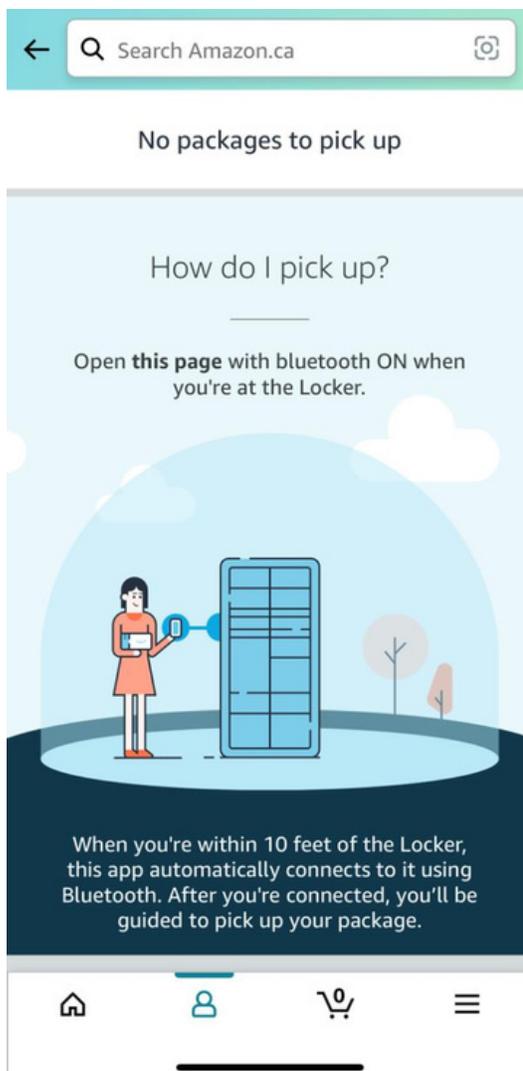
3) Once you've clicked on "Your Orders", any possible deliveries will be on this page. Click on the relevant delivery. The app will then show the shipping address for that delivery.

Shipping Address

Amazon Hub Locker - You
University of Guelph - East Residence
50 Stone Rd East
Guelph, ON N1G

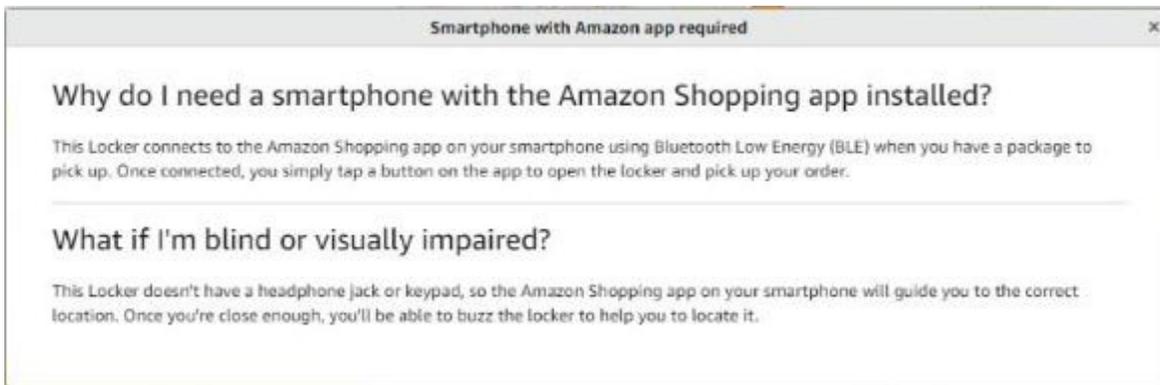
[How to pick up at the Locker](#) >

4) Then click on "How to pick up at the Locker". Once you've done that, it will bring you to the below screen in the app (though your packages will be listed, unlike in this screenshot).



5) At that point, you can click on the “Open Locker” button and the particular locker with your item will pop open. Please close the locker once your item has been removed.

Some additional information:



Please note, East Residence is not accessible 24/7 despite the information above on the Amazon website.

Amazon Hub Locker - You

5.3 km

University of Guelph - East Residence, 50 Stone Rd East, Guelph, ON, N1G

Mon-Sun: Open 24 hours

Directions

You will find the locker inside the store. Locker hours are subject to the location's Holiday hours.

[Hide details](#)

 Use Amazon App to open Locker. [How does it work?](#)

Add to address book