

REMINDER AND CLARIFICATION - DELIVERY OF COMPETING GRANT, COOPERATIVE AGREEMENT, AND FELLOWSHIP APPLICATIONS

RELEASE DATE: April 22, 2003

NOTICE: NOT-OD-03-040 (Also see [NOT-OD-02-012](#))

National Institutes of Health (NIH)

The Division of Receipt and Referral, Center for Scientific Review, National Institutes of Health, would like to inform investigators submitting grant applications that the Zip Code 20817 specified in the grant application instructions for "Courier" delivery should not be used for Express Mail through the United States Postal Service (USPS).

The USPS does not deliver packages directly to the 6701 Rockledge Drive address but instead forwards them to the main mail facility of the NIH. If the "Courier" zip code is used with USPS, the application may be initially sent to a nonNIH mail facility and later routed to NIH. Thus, when tracking your package it will be noted that it was forwarded to another zip code (20892). That is normal procedure and the package will be forwarded back to the Rockledge address though there will be a delay.

Consequently, all applications sent via the United States Postal Service for Express or regular mail should use the following address:

Center for Scientific Review  
National Institutes of Health  
Suite 1040  
6701 Rockledge Drive MSC 7710  
Bethesda, MD 20892-7710

All applications sent via a courier delivery service should use this address:

Center for Scientific Review  
National Institutes of Health  
Suite 1040  
6701 Rockledge Drive  
Bethesda, MD 20817

Applications may not be delivered by individuals to the Center for Scientific Review but must be sent via a courier delivery service or the USPS.

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