



Campus Services

MDC HIALEAH CAMPUS

CAMPUS SUPPORT SERVICES & COPY CENTER

CUSTOMER SERVICES TIME LINES

CUSTODIAL SERVICES REQUEST



SPILL PICK UP
GARBAGE PICK UP
DEEP CLEANING
MOVING AND SETUP
FRAMES

IMMEDIATE
IMMEDIATE
1 - 3 DAYS
24 HOURS
1 - 3 DAYS (DEPENDING ON MAINTENANCE AVAILABILITY)

RESERVATION & EVENT PANNING



CONFERENCE ROOM RESERVATION
EVENT SPACE REQUEST
EVENT REQUEST FORM

24 HOURS
5 DAYS
5 DAYS

COPY CENTER



UNDER 50 COPIES
OVER 50 COPIES
MAJOR JOBS (OVER 2,500 COPIES)
BINDING PROJECTS

IMMEDIATE (FIRST COME FIRST SERVE BASIC)
24 HOURS
48 HOURS
24 HOURS