



Delivery Guidelines to the SOM Central Loading Dock

All deliveries to the School of Medicine must be made through the Central Loading Dock unless: 1) the driver is specifically referred to a service or parking area at the dock or 2) the delivery is to the Lucas Center, the Medical School Office Building or the Falk Building.

Address:

1291 Welch Road Stanford, CA. 94305

[Click here for map](#)

Hours of Operation:

7:00 a.m. to 4:00 p.m. Monday through Friday.

All standard SOM holidays are observed. Trucks will be allowed into the Dock until 4:00 p.m. after which access will be prohibited. Gates will be locked upon departure of the final vehicle, but in no case later than 6:00 p.m. No over night parking of vehicles or ancillary equipment is allowed.

Loading Dock Manager:

Jim Barela

650-721-2726

jbarela@stanford.edu

Loading Dock Assistant:

Tim Peoples

tpeoples@stanford.edu

Dock Access For Deliveries:

During normal business hours, security gates at the ramp entrance will be open and unlocked and any vehicle has access to the dock. Certain areas of the dock will be designated for first-com-first-served staging of materials. Other areas and/or secure cage locations may be reserved for certain vendors for use on a routine basis.

Loading Dock personnel will direct drivers to an available and appropriate loading bay or layover parking space. SOM is an "open" campus, and all buildings are unlocked from 7:30 a.m. – 5:00 p.m. every weekday.

Dock Access for Contractors and Service Repairman:

Contractors or service repairman requiring dock access to unload equipment and tools typically will not be allowed to leave their vehicles at the loading dock. Surface lots are intended to accommodate longer-term parking for contractor vehicles.