

Outbound Mail & Packages



US Mail leaves the island on Monday through Friday on the 2:30 PM passenger ferry. Please have mail in the outbound mail box no later than 2:15 PM. There is no outbound mail delivery on Saturday.



All UPS packages, both prepaid drop-offs and packages originating at IPC, depart the island via the Bald Head Island Limited warehouse truck and then the barge. The exact timing of departure depends entirely on the warehouse truck schedule and barge schedule. These packages must be transported via the barge and cannot be transported on the passenger ferry. Every effort is made to have these packages sent off the island as quickly as possible. Once the packages arrive at the warehouse, they will be picked up by the next UPS delivery truck which is generally the next business day.



The IPC does not offer FedEx shipping services; however, we do accept prepaid FedEx drop-offs. All pre-paid FedEx drop-off packages depart the island via the Bald Head Island Limited warehouse truck and then the barge. The exact timing of departure depends entirely on the warehouse truck schedule and barge schedule. These packages must be transported via the barge and cannot be transported on the passenger ferry. Every effort is made to have these packages sent off the island as quickly as possible. Once the packages arrive at the warehouse, they will be picked up by the next FedEx delivery truck which is generally the next business day.

Inbound Mail & Packages



All U.S. Mail addressed to Bald Head Island arrives at the Southport, North Carolina Post Office where it is sorted and prepared for delivery to the island. Generally, the mail arrives at the Deep Point ferry terminal in time to be delivered to the Bald Head Island Post Office on the 10:00 AM or 11:00 AM passenger ferry. Once at our facility, packages are processed through our package tracking system and readied for pickup and mail is placed in your island post office box.



All UPS, FedEx Express, FedEx Ground, FedEx Home and DHL packages are delivered to the Island Package Center via Bald Head Island Limited Transportation's barge. The barge generally delivers packages to the IPC around 1:30 PM each day. We receive hundreds of packages daily at the IPC. Prior to distribution of packages, IPC staff must sort, log and label each package to ensure accurate delivery to the addressee. While you may receive a package delivery notification from the delivering carrier that your package has been delivered, that does not mean it is ready for pickup. The notification that you may receive from the carrier is generated when **THEY** show the package as delivered, which is when they drop it off at the Bald Head Island Limited warehouse at Deep Point. Once the package has been received at the IPC and processed through the IPC package system, you will receive an email or text notification that you have a package and it is ready for pick up. If you have not registered your email address or cell phone with the IPC staff, you will not receive a notification. You will simply need to stop by the IPC and ask one of our friendly staff if your package has arrived and is ready for pick up.



Large items such as furniture and appliances are often delivered via common carrier or a local delivery service. The Village of Bald Head Island Post Office and Package Center does not operate the warehouse located at Deep Point. That facility is owned and operated by Bald Head Island Limited. If you expect to receive, or have made arrangements to receive, items that will be delivered to the island, through the warehouse, by means other than the United States Postal Service, UPS, FedEx Express, FedEx Ground, FedEx Home or DHL, **you must contact the Bald Head Island Limited warehouse to make arrangements to have these items accepted and delivered.** Please contact Horace at 910-457-7360 for more information.

If you are a member of the Bald Head Island Club, they offer delivery services on the island for large items. Please contact Robert Norris at 910-457-7300 for more information.

IPC Services

IPC Services		
Notary	\$	5.00 per document
Copies - Black & White	\$	0.18 per page
Copies - Color	\$	0.59 per page
Printing - Black & White	\$	0.18 per page
Printing - Color	\$	0.59 per page
Scan & Email	\$	0.15 per page
Fax	\$	0.15 per page
Computer Rental	\$	10.00 per 30 minutes

USPS Services		
First Class Stamp	\$	0.50
First Class Stamp (Book)	\$	10.00
First Class Stamp (Roll)	\$	50.00
Priority Flat Rate Envelope	\$	6.65
Priority Small Flat Rate Box	\$	7.15
Priority Medium Flat Rate Box	\$	13.60
Priority Large Flat Rate Box	\$	18.85
Certified Mail Fee	\$	3.35
Return Receipt Requested	\$	2.75

Shipping Supplies		
Envelope (#10)	\$	0.10
Envelope (9 x 12)	\$	0.50
Padded Envelope (6 x 9)	\$	1.00
Padded Envelope (12 x 18)	\$	2.00
Box (6 x 6 x 6)	\$	2.00
Box (12 x 6 x 6)	\$	2.00
Box (12 x 12 x 12)	\$	5.00
Box (12 x 12 x 48)	\$	8.00
Box (16 x 16 x 16)	\$	6.00
Box (20 x 20 x 25)	\$	9.00
Box (24 x 5 x 18)	\$	5.00
Box (36 x 5 x 30)	\$	8.00
Box (36 x 6 x 42)	\$	15.00
Poly Bag (15 x 19)	\$	2.00
Bubble Wrap	\$	1.00
Packing Peanuts	\$	1.00

Contractor Services



Joe Forte
Contractor Services Supervisor



Rick Silvestri



John Carbon

The Village of Bald Head Island Contractor Services Facility offers the following services:

- Container rentals (20'x 8'x 8' CONEX box)
- Annual ICE vehicle parking
- Temporary ICE vehicle parking
- Annual golf cart parking
- Unleaded gasoline and off-road diesel fuel sales
- Lunchroom and restroom facilities



The Contractor Services facility is open on Monday through Friday from 6:00 AM until 5:00 PM. The operating hours change seasonally based on the Bald Head Island Limited contractor ferry schedule.

[Click here](#) to visit our rental website for additional information on availability, rates and lease terms.

[Click here](#) to view a sample lease.

[Click here](#) to login to your rental account.

Island Package Center and Post Office



Raine Dishmon
Business Services Supervisor



Mimi Holbrook



Don Eisele

The Village of Bald Head Island Post Office and Package Center is the destination for all of your incoming mail and packages. We operate as a contract postal unit of the United States Postal Service. In addition to receiving and distributing inbound packages, we also sell stamps, shipping supplies and will help you prepare your package for shipment. We ship via USPS and UPS. We also accept pre-paid packages from UPS and FedEx. Between July 1, 2016 and June 30, 2017, we received, processed and delivered over 40,000 incoming packages plus hundreds of thousands of individual pieces of mail!

[Click here](#) for more information on post office boxes.

[Click here](#) for more information on how to address your incoming mail or packages.

[Click here](#) for more information on all services offered and prices.

[Click here](#) for more information on outbound mail and packages.

[Click here](#) for more information on inbound mail and packages.

Post Office Boxes

All property owners on Bald Head Island are eligible to receive a post office box for their use at no charge. (There is a \$6.00 key deposit required by the USPS.) To open a post office box, simply stop by the post office and we will help you. According to the USPS guidelines, when you apply for a post office box **two valid forms of identification** are required when you obtain your keys. One item must contain a photograph and one must be traceable to the bearer (prove your physical address).

Photo ID options:

- Valid driver's license or state non-driver's identification card
- Armed forces, government, university, or recognized corporate identification card
- Passport, passport card, alien registration card, or certificate of naturalization

Non-photo ID traceable to bearer options:

- Current lease, mortgage, or deed of trust
- Voter or vehicle registration card
- Home or vehicle insurance policy

How to Address your Incoming Mail or Packages

If you have a post office box, you should address all mail and incoming packages to your street address and your post office box number if possible.

Example:

John Doe
123 Lighthouse Wynd
P. O. 3001
Bald Head Island, NC 28461

We manage all mail and packages by your post office box if you have one.

If you do not have a post office box or are visiting Bald Head Island, please use the address of the location you are staying.

Example:

John Doe
123 Lighthouse Wynd
Bald Head Island, NC 28461

All inbound mail and packages are delivered to our facility unless you have made other arrangements with a shipper and Bald Head Island Transportation.