

Mail Services

Special Services Billing

February, 2018

The following information is provided for your information. The following amounts are being posted to the accounts listed for postage charges during the period listed above.

| Postage Acct. | Department | Discipline | | | | | | Mailbox Keys | Business Reply Env. | Folder/Stuffer | | Total | |
|------------------|---------------|------------|--------|----|--------|-------|----|-----------------|------------------------|----------------|-------------|-------|-------|
| | | | | | | | | | | <u># Env.</u> | <u>Cost</u> | | |
| 185 | Financial Aid | | 555100 | 12 | 475100 | 64600 | 10 | 1112000 | 0.00 | 0.00 | 1,723 | 60.31 | 60.31 |
| 185 | Financial Aid | | 555100 | 12 | 475100 | 64600 | 10 | 1112000 | 0.00 | 0.00 | 18 | 0.63 | 0.63 |
| 185 | Financial Aid | | 555100 | 12 | 475100 | 64600 | 10 | 1112000 | 0.00 | 0.00 | 9 | 0.32 | 0.32 |
| Account Total: | | | | | | | | | | | | 61.25 | |

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DO NOT PAY!**

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| | | | | | | | | | | | <u># Env.</u> | <u>Cost</u> | |
| 165 | Fiscal Services | Cashier | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 312 | 10.92 | 10.92 |
| 165 | Fiscal Services | Cashier | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 24 | 0.84 | 0.84 |
| | | | | | | | | | | | | Account Total: | 11.76 |

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| | | | | | | | | | | <u># Env.</u> | <u>Cost</u> | | |
| 122 | Payroll | | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 1,595 | 55.83 | 55.83 |
| 122 | Payroll | | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 975 | 34.13 | 34.13 |
| 122 | Payroll | | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 441 | 15.44 | 15.44 |
| 122 | Payroll | | 555100 | 11 | 551100 | 67200 | 10 | 0000000 | 0.00 | 0.00 | 355 | 12.43 | 12.43 |
| Account Total: | | | | | | | | | | | | 117.81 | |

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