

Mail Services

Special Services Billing

February, 2019

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>	
105	Admissions	Records	555100	11	421100	62100	10	0000000	0.00	0.00	4,069 142.42	142.42
											Account Total:	142.42

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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	1612002	0.00	0.00	1,012	35.42	35.42
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	750	26.25	26.25
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	609	21.32	21.32
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	28	0.98	0.98
Account Total:												83.97	

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165	Fiscal Services	Cashier	555100	11	551100	67200	10	0000000	0.00	0.00	322	11.27	11.27
165	Fiscal Services	Cashier	555100	11	551100	67200	10	0000000	0.00	0.00	53	1.86	1.86
Account Total:													13.13

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										<u># Env.</u> <u>Cost</u>	
202	Human Resources		555100	11	611100	66600	10	0000000	0.00	0.00	745 26.08 26.08
										Account Total:	26.08

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											<u># Env.</u>	<u>Cost</u>	
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	1,011	35.39	70.77
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	675	23.63	23.63
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	457	16.00	16.00
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	292	10.22	10.22
Account Total:													120.61

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											<u># Env.</u>	<u>Cost</u>	
171	TRIO	ETS Vista	555100	12	471300	64990	10	1112316	0.00	250.00	0	0.00	250.00
171	TRIO	ETS Vista	555100	12	471300	64990	10	1112316	0.00	80.00	0	0.00	80.00
												Account Total:	330.00

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