

Mail Services

Special Services Billing

March, 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	3.20	0 0.00	3.20
											Account Total:	3.20

**This is for your information ONLY.
DO NOT PAY!**

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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	3,036	106.26	106.26
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	636	22.26	22.26
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	172	6.02	6.02
185	Financial Aid		555100	12	475100	64600	10	1612002	0.00	0.00	102	3.57	3.57
Account Total:												138.11	

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Postage									Mailbox	Business			
Acct.	Department	Discipline							Keys	Reply Env.	Folder/Stuffer		Total
											<u># Env.</u>	<u>Cost</u>	
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	1,674	58.59	58.59
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	960	33.60	33.60
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	443	15.51	15.51
												Account Total:	107.70

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