

Mail Services

Special Services Billing

December, 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>		
185	Financial Aid		555100	12	475100	64600	10	1612000	0.00	0.00	256	8.96	8.96
185	Financial Aid		555100	12	475100	64600	10	1612000	0.00	0.00	214	7.49	7.49
185	Financial Aid		555100	12	475100	64600	10	1612000	0.00	0.00	154	5.39	5.39
185	Financial Aid		555100	12	475100	64600	10	1612000	0.00	0.00	53	1.86	1.86
Account Total:													23.70

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DO NOT PAY!**

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											# Env.	Cost	
187	Fiscal	Purchasing	555100	11	551100	67200	10	0000000	0.00	0.00	237	8.30	8.30
187	Fiscal	Purchasing	555100	11	551100	67200	10	0000000	0.00	0.00	158	5.53	5.53
187	Fiscal	Purchasing	555100	11	551100	67200	10	0000000	0.00	0.00	83	2.91	2.91
165	Fiscal	Cashier	555100	11	551100	67200	10	0000000	0.00	0.00	71	2.49	2.49
165	Fiscal	Cashier	555100	11	551100	67200	10	0000000	0.00	0.00	11	0.39	0.39
Account Total:												19.60	

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										<u># Env.</u>	<u>Cost</u>		
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	1,006	35.21	35.21
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	950	33.25	33.25
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	782	27.37	27.37
122	Payroll		555100	11	551100	67200	10	0000000	0.00	0.00	451	15.79	15.79
Account Total:												111.62	

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