

Mail Services Rates FY26

Interoffice Annual Rate

Fiscal Year 2026 Annual Rate:
\$5,495.00

Admin Fee charged on Postage Per
Job Services

Fiscal Year 2026 Rate: 12.61%.

NCOA Report- (Address
Updates/Correction)

Fiscal Year 2026 Rate: \$25.00

Production Services

Fiscal Year
2026 Rate

Folding (folding with no insertion)	\$0.05
Inserting (pre-folded, insert only)	\$0.05
Double Insert	\$0.15
Fold & Insert	\$0.10
Multiple Page Fold & Single Insert (must be consistent page count) *Additional \$0.05 charge for every additional insert.	\$0.15
	\$0.05
Fold & Double insert (#9 Return Envelope, flyers, etc.) *Additional \$0.05 charge for every additional insert.	\$0.18
	\$0.05
OMR Inserting (OMR = Optical mark recognition)	\$0.18
Overlimit OMR Insert (over 8 pages)	\$0.36
OMR Insert, plus additional insert *Additional \$0.05 charge for every additional insert.	\$0.33
	\$0.05
Addressing	\$0.10
Pressure Sealing	\$0.10
Tabbing	\$0.08
Bulk Mailing (sorting)	\$0.10
Automated Certified Mail W/Report	\$1.20