

# 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
Fold & Insert + Single Insert (must be consistent page count)	\$0.15
<b>*Additional \$0.05 charge for every additional insert.</b>	\$0.05
OMR Inserting (OMR = Optical mark recognition)	\$0.18
Overlimit OMR Insert (over 8 pages)	\$0.36
OMR Insert, plus additional insert	\$0.33
<b>*Additional \$0.05 charge for every additional insert.</b>	\$0.05
Addressing	\$0.10
Pressure Sealing	\$0.10
Tabbing	\$0.08
Bulk Mailing (sorting)	\$0.10
Automated Certified Mail W/Report	\$1.20