

INSERTING & ADDRESSING PRICE GUIDE

Set-up Fee	\$25.00 per machine
Reset-up Fee	\$25.00
Set-up Fee for Inserter	\$75.00
Wafer tabbing service	
1 Tab	\$0.02
2 Tabs	\$0.03
Merge/Purge records	\$5.00 per thousand
Download & Convert database files	\$60.00 per file
Dedupe Fee	\$5.00 per thousand
Move update	\$0.01 per record
Apply Permit to mail piece	\$0.03
Text Printed on outside of envelope	\$50.00 per thousand
Sealing	\$0.03 per piece
Warehouse delivery to USPS	\$18.00 per hour
ASAP Fee	\$50.00

Application of Label Fee	2,000 Labels or less	\$100.00
2,001 Labels or more	\$100.00 plus	\$0.045 per label
Hand Insert	\$0.10 per insert	
Hand Label	\$0.10 per label	

Delivery of mail to the USPS

Extraordinary mailings requiring Employee to work overtime will be charged for the overtime.

Inserting Fee

\$35.00 (1 insert) per thousand
\$45.00 (2 inserts) per thousand
\$55.00 (3 inserts) per thousand
\$65.00 (4 inserts) per thousand
\$75.00 (5 inserts) per thousand
\$85.00 (6 inserts) per thousand

