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DEPARTMENT OF ADMINISTRATION

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MEMORANDUM

July 12, 2021

TO: All Agencies

FROM: Matthew Tuma, Deputy Director
Department of Administration

SUBJECT: Mail Services Fiscal Year 2022 Rate Schedule

Please be advised of the following final Mail Services Division rates for the Fiscal Year 2022. Any questions regarding mail service needs can be sent to mailservices@admin.nv.gov. Please direct all billing issues or questions to asdbillinggroup@admin.nv.gov.

Budget Account	Expenditure GL	Service	Rate Unit	Frequency	FY22 Rate
1346	7285	Admin Fee	per Postage Cost	Monthly	26.56%
1346	7286	Interdepartmental Mail Stop	per Stop per Year	Annually	\$2,457