

Campus Mail Distribution Center
Metering Slip

Req. # _____
Cost \$ _____
For Office Use Only

Department: _____ Tele Ext. _____

Account ID#: _____ Date: _____

Mail Description: _____ Approximate pieces _____

Meter Attached Mail at the Following Rate:

_____ First Class	_____ Book Rate
_____ Third/Fourth Class	_____ Library Rate
_____ Other	_____ Bulk Rate

Signature: _____

Please, Private Mail Cannot Be Charged

