



SPOKANE HEADQUARTERS

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ARIZONA FACILITY

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IOWA SALES OFFICE

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PHONE: 800-301-1347

HAWAII SALES OFFICE

47-525 KAMEHAMEHA HWY
Kaneohe, HI 96744
PHONE: 800-301-1347



www.themasterstouch.com

Proposal for:

Lake County Treasurer, Illinois

Certified Mailing – Approx. 6,000 – 20,000 parcels

Preprinted items used for mailing:

* 6 x 9.5 USPS approved certified window envelope on 28# white wove

Statement printing and Mail processing - Description:

- CASS Certify to validate addresses
- Perform NCOA (National Change of Address) to identify moves and comply with USPS move update requirement for postal discounts.
- Report defective addresses and moves to client via Excel files.
- Presort customer address list to obtain lowest postage.
- Image tax information in color to face and back of 8 ½ x 11 on 24# white bond with perforations.
- Add fly sheet prints one side on 24# white bond
- Fold and insert letter and fly sheet and insert into 6 x 9.5 envelope
- Seal and presort for best automation discount postage.
- Quality check and take to the USPS bulk mail facility along with all appropriate paperwork.

Certified mailing

Mail Service and Printing

- **6,000 - \$.491 each + automation postage**
- **10,000 - \$.4247 each + automation postage**
- **20,000 - \$.3954 each + automation postage**
- Postage is additional, to be charged at current rates.
- NO setup fee.
- Printed prices are valid for at least 60 days
- One PDF file with a copy of all statements provided for free!
- Prices will be set through 12/31/2022
 - Postal charges are the exception and will be charged as a pass through.

Jim Cote'
President
December 22, 2020

Accepted _____

Date _____