

Atlas Direct Mail

41-12 38th Street

Long Island City, NY 11101

Edward Feldstein

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TNH095-2015-Bulk Mail Processing Services

Line Total

Item	Job Description	per M	Line Total
	Bulk mail processing		
	Please Provide quotes for the folding, processing and delivery of the following to the US Post Office Bulk Mailing Unit.		
	All materials to be provided post paid by the Town of North Hempstead.		
	Processing must be completed within 48 hours of delivery of materials by the Town.		
2	1st and 2nd Half General Tax Bills	\$ 99.33	\$ 4,767.84
	Mailing of 6 pieces to approx. 48,000 addresses		
	Mailing to include: Cover letter, Tax bill (Legal Sized), 2 green return envelops inserted into a 6" x 9" window envelope		
	Mailing date approximately Jan. 1st		
3-	Annual Tax Statements	\$ 61.20	\$ 4,590.00
	Mailing of 2 pieces to approx. 75,000 addresses		
	Mailing to include: Letter size statement and #10 window envelope.		
4-	1st and 2nd Half School Tax Bills	\$ 99.33	\$ 4,767.84
	Mailing of 6 pieces to approx. 48,000 addresses		
	Mailing to include: Cover letter, Tax bill (Legal Sized), 2 blue return envelops inserted into a 6" x 9" window envelope.		
	Mailing date approximately Oct. 1st.		
		Subtotal	\$ 14,125.68
		Total	\$ 14,125.68