

NORTHERN CALIFORNIA'S MOST COMPLETE PRINTING AND DIRECT MAIL FACILITY

GRAPHIC DESIGN SERVICES

PRINTING

- Electronic Prepress facilities
- Press Room:
 - 8-color Didde Heatset Web*
 - 4-color Komori Sheetfed
 - 2-color Didde MVP Web
 - 2-color Jet Envelope Press
- *Continuous Form & Cut Sheet

BINDERY

- Müller Martini Stitcher
- Programmed Cutter
- (4) Folders, including gatefold, pasting, tipping, remoistenable glue envelopes
- Bowe Document Converters
- Continuous Forms Burster
- Standard Register Interstacker
- Ga-Vehren Continuous Form & Cut Sheet Tip-on & re-folding
- Label-Aire Blow-on equipment

MAIL PROCESSING

- Kodak & MCS high resolution imaging
- Videojet addressing in multiple colors
- (10) High-speed inserters up to 20 pieces into 10x13 envelopes with match printing
- Pre-canceled stamps and tab affixing on high-speed equipment
- Large, versatile Handwork department
- On-site USPS Mail Verification Center for maximum postage savings and faster mail delivery
- Destination Entry and Drop Ship Delivery throughout the West.

PERSONALIZED MAIL & LIST PROCESSING

- Nipson Continuous Form laser printers, duplex up to 20½" wide
- HP & Lexmark Cut Sheet lasers (duplex up to 11 x 17)
- Thermal printing of plastic cards for Mag Stripe
- MICR check and coupon printing
- Data Analysis, Postal Processing & Address Standardization
- In-House property owner database

FULFILLMENT

- Product and literature fulfillment
- Automated Polybag / Shrinkwrap equipment
- Insured warehousing of materials and products for on-going programs, contests and rebates
- On-Site USPS Representative

Radio-dispatched vehicles are available to provide timely pickups and deliveries. Admail is conveniently located near major freeways in a modern 55,000 square-foot facility.

(800) 273-MAIL
www.admail.com

AUTOMATION REQUIREMENTS FOR FIRST CLASS AND STANDARD MAIL

1. Pieces larger than 4¼" x 6" must be at least .009" thick.
2. Paper used for envelopes, self-mailers and as outer covering must meet minimum basis weight requirements: single-fold, single-tab pieces: 28#; multi-page, single-tab pieces: 24#; all double-tab pieces: 20#
3. First-class letter-size pieces weighing over 3.0 ounces will not qualify for Automation rates.
4. First-class mail pieces must be in a sealed envelope or sealed on all four edges. The exceptions are self-mailers, double postcards and booklets if they are prepared with tabs. Flat Barcoded mail and Carrier Route mail are exempt. Talk to us about exact tabbing requirements and options.
5. Poly bagged flat-size mail is eligible for automated discounts if the poly material has been USPS-approved in advance.
6. Paper on the outside of the mail piece must accept water-based ink which will allow it to dry within one second. This does not apply to pre-barcoded mail.
7. Barcodes must have 1/8" clearance from the edges of all sides of the window, and no more than 5% skew.



POSTAL RATE CHART

EFFECTIVE
MAY 14, 2007 - PRESENT



30577 Huntwood Avenue
Hayward, CA 94544-7019

POSTAL RATES

FIRST CLASS MAIL^{1,6}

REGULAR	Letters in cents	Flats³ in cents
Basic First Ounce	41.0	80.0
Additional Ounce	+17.0	+17.0
Nonmachinable ²	+17.0	N/A
PRESORT (Non-Automation) up to 1 oz.		
First Ounce	37.3	69.9
Additional Ounce	+17.0	+17.0
Nonstandard (Oversize) Surcharge ²	+32.6	N/A
AUTOMATION^{4,5} up to 1 oz.		
Mixed AADC/ADC	36.0	68.6
AADC/ADC	34.1	56.7
3-Digit Barcoded	33.3	48.4
5-Digit Barcoded	31.2	38.3
Additional Ounce - over 1oz.	+12.5	+17.0
Nonstandard Surcharge-Presort ²	+32.6	N/A
POSTCARDS (up to 4 1/4" x 6") Minimum of 0.007" thick		
Basic Single Piece	26.0	
Presort	24.1	
POSTCARDS (Automation)^{4,5}		
Mixed AADC	22.0	
AADC	20.8	
3-Digit Barcoded	20.4	
5-Digit Barcoded	19.1	

NOTES:

1. First Class Mail exceeding the Aspect Ratio is subject to surcharge. The Aspect Ratio is the LENGTH of the mailing piece divided by the HEIGHT. The LENGTH is determined by the orientation of the outgoing address. This Ratio must fall between 1:1.3 to 1:2.5 (LENGTH: HEIGHT)
2. First Class Letters weighing 1 oz. or less that is Nonstandard (non-rectangular) requires a Surcharge added to the First Ounce rate.
3. NEW: First Class Mail exceeding 6-1/8"x11-1/2" is processed as a First Class Flat.
4. 100% of the mailing must have Delivery Point Barcodes to qualify for Automation in addition to meeting the Automation compatibility requirements.
5. AADC (Automated Area Distribution Center) and ADC (Area Distribution Center) rates are determined after postal processing. To estimate postage for Automated mailings, assume Mixed AADC/ADC rates.
6. Standard Mail requires a minimum of 200 pieces. First Class Mail (Presort or Automation) requires a minimum of 500 pieces.
7. Standard Mail exceeding 6-1/8"x11-1/2" or over 1/4" thick is processed as a Flat.

The minimum dimensions for all mail pieces are 3-1/2" H x 5" L.

STANDARD MAIL⁶

	Regular in cents	Non-Profit in cents
LETTERS		
AUTOMATION^{4,5}		
Mixed AADC	25.2	16.1
AADC	23.8	14.7
3-Digit Auto	23.3	14.2
5-Digit Auto	21.8	12.7
NONAUTOMATION⁵		
Mixed AADC	25.5	16.4
AADC	24.6	15.5
Fixed ADC (nonmachinable)	52.0	42.9
ADC (nonmachinable)	44.0	34.9
3-Digit (nonmachinable)	41.1	32.0
5-Digit (nonmachinable)	32.8	23.7
ENHANCED CARRIER ROUTE SUBCLASS		
Basic	22.6	15.7
High Density	18.6	11.7
Saturation	17.7	10.8
FLATS⁷		
AUTOMATION^{4,5}		
Mixed ADC	47.7	35.4
ADC	42.4	30.1
3-Digit	39.2	26.9
5-Digit	33.5	21.2
NONAUTOMATION⁵		
Mixed ADC	51.5	38.9
ADC	46.1	33.5
3-Digit	42.7	30.1
5-Digit	36.3	23.7
ENHANCED CARRIER ROUTE SUBCLASS		
Basic	24.9	18.0
High Density	20.5	13.6
Saturation	18.7	11.8
DESTINATION ENTRY DISCOUNTS (For All Subclasses)		
Bulk Mail Center (BMC)		-3.3
Sectional Center Facility (SCF)		-4.2
Destination Delivery Unit ECR ONLY (DDU)		-5.1
PIECE/POUND RATES (Pieces Over 3.3 oz.)		
RATE PER POUND		
Basic Rate per Pound	73.9	62.2
Enhanced Carrier Route Subclass	62.1	43.2
ADDITIONAL RATE PER PIECE (Rate per Piece is added to the Rate per Pound)		
AUTOMATION^{4,5} - pieces exceeding 3.3 oz.		
Mixed ADC	32.8	22.8
ADC	27.5	17.5
3-Digit	24.3	14.3
5-Digit	18.6	8.6
NONAUTOMATION⁵ - pieces exceeding 3.3 oz.		
Mixed ADC	36.5	26.3
ADC	31.1	20.9
3-Digit	27.7	17.5
5-Digit	21.3	11.1
ECR - pieces exceeding 3.3 oz.		
Basic Rate per Piece	12.1	9.1
High Density Rate per Piece	7.7	4.7
Saturation Rate per Piece	5.9	2.9
DESTINATION ENTRY DISCOUNTS (Deducted from the RATE PER POUND)		
Bulk Mail Center (BMC)		-15.9
Sectional Center Facility (SCF)		-20.3
Destination Delivery Unit ECR ONLY (DDU)		-24.8

CUSTOMIZED MARKET MAIL (CMM)	
REGULAR RATE (PER PIECE)	\$.460
NON-PROFIT RATE (PER PIECE)	\$.334

REPOSITIONABLE NOTES (Post-It[®])	
FIRST CLASS (EACH)	\$.005
STANDARD (EACH)	\$.015

BUSINESS REPLY MAIL FEES⁸ (cents)	
REGULAR, NO MAINTENANCE FEE ⁹	
Under 1 oz.	41.0
Over 1 oz. (per oz.)	+17.0
Postcards	26.0
Plus Handling Fee per piece	+70.0
REGULAR, WITH MAINTENANCE FEE ^{9,10}	
Under 1 oz.	41.0
Over 1 oz. (per oz.)	+17.0
Postcards	26.0
Plus Handling Fee per piece	+ 8.0
QUALIFIED BRM, LOW-VOLUME ^{9,10,11}	
Under 1 oz.	38.0
Over 1 oz. (per oz.)	+17.0
Postcards	23.0
Plus Handling Fee per piece (based on volume)	+6.0

8. BRM pieces mailed in Automation packages must themselves meet Automation requirements. All Business Reply devices exceeding 4-1/4"x6" must be .009" thick (9pt.)
9. Requires Annual Business Reply Mail Permit Fee.
10. Requires Annual Business Reply Mail Accounting Fee.
11. Ask us for complete specifications to qualify for the Low-Volume & High-Volume Qualified BRM rates.

INITIAL PERMIT APPLICATION FEE	
PLUS ANNUAL FEES, see below	\$175.00
ADDRESS CORRECTION SERVICE	
HARD COPY	\$.75
ELECTRONIC	\$.21
ANNUAL FEES	
PRESORTED FIRST CLASS	\$175.00
PRESORTED STANDARD	\$175.00
BUSINESS REPLY MAIL PERMIT	\$175.00
BUSINESS REPLY ACCOUNTING FEE (Advance Deposit Account)	\$550.00



Call for additional information about how Admail can reduce your postage costs.

(800) 273-MAIL
www.admail.com