

# University of Missouri Extension EXAMPLE County

## Price List for Council Paid Expenses

### Support Staff Time

Secretary	Salary, Payroll Expense & Benefits	\$13.50 an hour
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### Copying and Printing

B&W per side	Ink, Toner, Paper	\$.02
Newsletter per side	Ink, Toner, Paper, Staple, Mailing Label	\$.03
Newsletter per side	Ink, Toner, Staple, Mailing Label – Provide own paper	\$.025
Color per side	Ink, Toner, Paper	\$.16
Color per side	Ink, Toner, 24 lb. paper	\$.19

### Mailing Costs

1 <sup>st</sup> Class	Regular Envelope	\$.44
1 <sup>st</sup> Class	Flat Envelope	\$.88
Printed Envelope	Business Envelope	\$.17
Printed Flat Envelope	9"x12"	\$.27
Printed Flat Envelope	10"x13"	\$.35
Mailing Label		\$.01

### Misc. Office Supplies – Will be charged actual price

Laminating Sheets	100 in box	\$39.46
Clear Page Protectors	100 in box	\$40.28
Colored Letter File Folders	100 in box	\$19.99
Basic Letter File Folders	100 in box	\$7.55
1 1/2" Binder	Clearview 2 pocket	\$2.75
2" Binder	Clearview 2 Pocket	\$5.43
3" Binder	Clearview 2 Pocket	\$4.63
Color MU Ext. Folder	25 in Box	\$25.00
Black MU Ext. Folder	25 in Box	\$6.25
MU Ext. Pens	25	\$11.00
MU Ext. Pencils	25	\$6.25
Index Dividers	5 clear tabs Set	\$1.50
Clear Name Badges	100 in box	\$16.19
Name Badge Labels	160 in package	\$23.09
Post-It Easel Pads	2 in Box	\$59.00

### Travel

Rate per mile	\$ .47
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### County Facility Charge

	Per Hour	Half Day	Full Day
Meeting Room	\$20	\$50	\$100