To: Legislative Coordinating Council  
From: Tom Day  
Date: July 30, 2024  
Subject: 2024 Session Document Service Report

Attached is the Document Service Report for this year’s legislative session. 41 packets were distributed and/or purchased by state agencies and the public with revenue collected in the amount of $5,348.00. A breakdown of the 2024 session packets is attached.

2024 prices for the Document Packet Service were as follows:

- Mailed 1st Class: $544.00 (with tax) / $524.00 (tax exempt)
- Document Room Pick up: $219.90 (with tax) / $200.00 (tax exempt)
- or Building Mail

Recommend no change in document packet price or free distribution levels for the 2025 legislative session.
### 2024 Session Document Packet Service

**Report of Income & Total Number of Packets Prepared**

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Number</th>
<th>Packet Charge</th>
<th>Postage Charge</th>
<th>Tax Collected</th>
<th>Total Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Agencies</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courtesy Pkts*</td>
<td>11</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$ 0.00</td>
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<tr>
<td>Additional Pkts</td>
<td>13</td>
<td>$1,300.00</td>
<td>N/A</td>
<td>N/A</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>Public Purchases</td>
<td>17</td>
<td>$3,400.00</td>
<td>$323.00 (non-tax)</td>
<td>$325.00</td>
<td>$4,048.00</td>
</tr>
</tbody>
</table>

**Totals:** 41  $4,700.00  $323.00  $325.00  $5,348.00

* Per LCC policy, state agencies are allowed one courtesy packet per session.

Totals listed above do not include full or partial packets assembled for legislators’ general orders, office bill books, or daily packets for the Revisor’s and Research staff.