



State of Kansas  
Legislative Administrative Services

300 SW 10th Avenue, Suite 551-S Topeka, Kansas 66612 Telephone: (785) 296-2391 Fax: (785) 296-1153 TTY: (785) 296-8430

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Thomas A. Day  
Director

**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 1 <sup>st</sup> Class	\$544.00 (with tax) / \$524.00 (tax exempt)
Document Room Pick up or Building Mail	\$219.90 (with tax) / \$200.00 (tax exempt)

**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

<u>Service Type</u>	Number	Packet Charge	Postage Charge	Tax Collected	Total Collected
State Agencies					
Courtesy Pkts*	11	N/A	N/A	N/A	\$ 0.00
Additional Pkts	13	\$1,300.00	N/A	N/A	\$1,300.00
Public Purchases	17	\$3,400.00	\$323.00 (non-tax)	\$325.00	\$4,048.00
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<b>Totals:</b>	<b>41</b>	<b>\$4,700.00</b>	<b>\$323.00</b>	<b>\$325.00</b>	<b>\$5,348.00</b>

\* 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.