



**BILLING RATES - FY 15/16**

**DEPARTMENT NAME :**

**Payroll**

**VICE-PRESIDENT AREA :**

**Vice President for Finance and Operations**

<b>DESCRIPTION OF COMMODITY OR SERVICE :</b>	<b>UNIT OF BILLING</b>	<b>FY 15/16 RATE</b>	<b>CUSTOMERS BEING SERVED</b>
Off-Cycle Processing (voids, overpayments, repays, etc.)	per transaction	\$10.00	CU Departments
Off-Cycle Processing (closed accounts, lost checks, etc.)	per transaction	\$5.00	CU Employees
Copy Requests	per request	\$1.00 minimum, then \$.25/page	Current and Former CU employees & External Entities
Replacement printing of W-2 forms	per W-2	\$10.00	CU Departments/Employees