

1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

2
3 **Resolution on Postage**
4

5 BE IT RESOLVED, by the Committee on Rules and Legislative Administration, that
6 each member of the House of Representatives receives a postage allotment of \$2,112 for 2015
7 and \$1,056 for 2016. The Speaker, Majority Leader and Minority Leader each receive an
8 additional allotment of \$2,112 for each year. (One who takes office after February 1 in any year
9 receives a proportionate share of the allotment for that year, calculated from the beginning of the
10 month in which the member takes office.) Balances from 2015 carry over to 2016. Balances on
11 December 31, 2016 are cancelled.

12 In addition, mailings may be charged by the Speaker to the Speaker's account, by the
13 Majority Leader to the budget of the Committee on Rules and Legislative Administration, by the
14 Minority Leader to the minority caucus budget, and by a committee chair to the committee
15 budget.

16 Members and staff must use the House's postage meter or the Department of
17 Administration's MailComm postage meter for all large or regular mailings. For convenience in
18 handling correspondence in small numbers or when the House postage meter is unavailable,

19 (a) each member receives a portion of the postage allotment annually in the form of
20 stamps (800 first class stamps issued when the member takes office and 800 stamps issued in
21 January 2016); and

22 (b) the Postmaster may provide 100 stamps to the Majority Caucus, Minority Caucus,
23 Chief Clerk's Office, Fiscal Analysis Department, House Public Information Services, House
24 Research Department, House Human Resources Director, the House Controller and the Chief
25 Sergeant-at-Arms, upon written request of the director.

26 The House Postmaster must maintain a record of postage used and stamps distributed
27 under this resolution. The Postmaster must inform members of the status of their postage
28 allotment in a timely manner.

1 Postage of the House of Representatives may not be used for any purpose other than
2 legislative business.

Date adopted: _____

Signed: _____

JOYCE PEPPIN, CHAIR