

WAC 296-17A-4108 Classification 4108.

4108-15 Letter service shops and mailing or addressing companies

Applies to:

Businesses engaged in providing large volume mailing and addressing services.

This could be the routine mailing of periodicals or advertising brochures or a one-time letter to a particular list of recipients.

Work activities include, but are not limited to:

- Clerical office;
- Outside sales;
- Folding, sorting, labeling, and stuffing envelopes (either by hand or machine);
- Pick up of preprinted material from a client's location and delivery of completed work to the client or post office;
- Research and compile mailing lists as an additional service for their clients who are involved in direct mail advertising;
- Complete mail room services at a client's location.

Exclusions:

- Printing of advertising material is classified in 4101;
- Photocopying or duplicating of printed material, private mail box services (receipt and mailing of routine ready-to-mail letters and packages) for box renters, and package wrapping/ mailing services, are classified in 6406.

[Statutory Authority: RCW 51.04.020 and 51.16.035. WSR 24-23-081, s 296-17A-4108, filed 11/19/24, effective 1/1/25. WSR 07-01-014, recodified as § 296-17A-4108, filed 12/8/06, effective 12/8/06. Statutory Authority: RCW 51.16.035. WSR 98-18-042, § 296-17-627, filed 8/28/98, effective 10/1/98; WSR 85-24-032 (Order 85-33), § 296-17-627, filed 11/27/85, effective 1/1/86; WSR 85-06-026 (Order 85-7), § 296-17-627, filed 2/28/85, effective 4/1/85; WSR 83-24-017 (Order 83-36), § 296-17-627, filed 11/30/83, effective 1/1/84; WSR 81-24-042 (Order 81-30), § 296-17-627, filed 11/30/81, effective 1/1/82; Order 73-22, § 296-17-627, filed 11/9/73, effective 1/1/74.]