

Order Form Kentucky Food Program Effective November 2018

Please complete all info on reverse (print clearly).



Item Number	Quantity	Description	Price	Total Price
1				
2				
3				
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SHIP TO: We cannot send orders from one inmate to another.

Inmate's Name / ID# _____

Institution/Dorm/Housing# _____

Street Address _____

City State Zip _____

SENDER: REQUIRED for order fulfillment

Sender's Name / Nombre _____

Street Address / Domicilio _____

City / Ciudad State / Estado Zip / Código Postal _____

Phone Number / Teléfono _____

Email / Correo Electrónico _____ (You will receive confirmation emails when the order is placed and shipped.)
(Usted recibirá un email de confirmación cuando la orden es procesada y enviada)

CALCULATE AMOUNT DUE:

			TAX		TOTALS
Candy:		x	1.06	=	
Non-Candy		x	1.00	=	
Processing Fee:	\$5.95	x	1.06	=	\$6.31
TOTAL AMOUNT DUE :					

SELECT PAYMENT METHOD:

Cashier's Check Money Order

Make check or money order payable to **ACCESS SECUREPAK**

VISA MasterCard Discover


Cardholder Name _____

Cardholder Signature _____ / /

Daytime Phone Number _____ Date / mm/dd/yyyy _____

Credit Card Number _____

Expiration Date _____ Security Code _____



PROGRAM DATES:

Effective Date: November 1, 2018
Quarter 1: January 1 – March 31
Quarter 2: April 1 – June 30
Quarter 3: July 1– September 30
Quarter 4: October 1 – December 31

Delivery to facility: Facilities will receive weekly shipments

WAYS TO ORDER

Online: kentuckypackages.com
Phone: 1.800.546.6283
Mail: Access Securepak (KY)
 10880 Linpage Place
 St. Louis, MO 63132

ACCEPTABLE FORMS OF PAYMENT:

- Credit/Debit Cards—VISA, MasterCard, Discover
- Prepaid cards that have a verifiable United States address
- Cashier's check
- Money order

We do not accept personal checks and will return them to the sender. Credit/debit and prepaid cards will be charged on the day the order is placed. Refunds or credits will be applied to the card used for the order (allow additional time for refunds/credits on prepaid cards). Access Securepak reserves the right to remove one or more items from the order due to insufficient payment.

PROCESSING FEE: There is a processing fee of \$5.95 for all orders. The processing fee is waived if the order is placed by the Inmate or Institution.

SALES TAX: Access Securepak® is required by the state of Kentucky to collect 6% sales tax on all candy items including the processing fee. All other non-candy items are NOT taxable. See the tax calculation example below for more information.

Tax calculation example:

\$63.52 non-candy merchandise total
 \$15.46 candy total + \$5.95 processing fee = \$21.41 candy subtotal
 \$21.41 candy subtotal x 0.06 tax rate = \$1.28 tax total + \$21.41 =
 \$22.69 candy total w/tax
 \$63.52 non-candy merchandise total + \$22.69 candy total w/tax =
 \$86.21 total due

ELIGIBILITY: Access Securepak verifies inmate eligibility before shipping packages, if applicable.

LIMITS: Maximum \$125 of product per inmate per quarter. Multiple packages can be ordered, and we will consolidate orders not to exceed the maximum \$125 of product.

CATALOG CHANGES: Every effort has been made to show and describe the merchandise as accurately as possible. Because many manufacturers change an item's design, color, package size and style after our catalog is produced, we reserve the right to discontinue or change product specifications without prior notice. We regret any changes that might occur and will make every effort to minimize these occurrences. Inadvertent errors in product descriptions, pricing and special offers are not binding on Access Securepak, and we may make adjustments at any time. Additionally, many of our food items may contain common allergens such as milk, eggs, wheat and peanuts. Before consuming a food item, please consult the product packaging for specific information on its ingredients. Prices and offers are subject to change and available while supplies last. Always consult the kentuckypackages.com website for the latest updates on this package program.

In the event of a back order, may we substitute like items of equal or greater value? Note: unless you choose "NO," we may substitute for out-of-stock or restricted items.

_YES _NO

CUSTOMER SERVICE:

kentuckypackages.com
 Automated system is available 24 hours a day, seven days a week
 1.800.546.6283
 Live bilingual representatives are available Monday through Friday,
 8:30 a.m.–11:59 p.m. EST, and Saturday, 11 a.m.–5 p.m. EST.