

Order Form Kentucky Property Program Effective November 2018

Please complete all info on reverse (print clearly).



Item Number	Quantity	Size	Color	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	
Merchandise:		x	1.06	=	
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: November 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: Weekly

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 orders placed by friends and family. 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 property items and processing fees.

Tax calculation example:

\$63.52 merchandise total + \$5.95 processing fee = \$69.47 subtotal
 \$69.47 subtotal x 0.06 tax rate = \$4.17 tax total
 \$69.47 subtotal + \$4.17 tax = \$73.64 total due

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

LIMITS: Total of 3 property packages per quarter, per inmate.

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.

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.