## VA Jails - Q3 2015

Ship tor Sorry, we cannot send orders from one inmate to another

| Inmate Name: $\ldots$ |  |
| :--- | :--- |
| Institution/Dorm/Housing\#: |  |
|  |  |


| Name: |  |
| :--- | :--- |
| Street Address: $\quad$ (Please Print) |  |
| City, State, Zip:_ |  |
| Phone \#: |  |
| Email: $\quad$ (Please Print) |  |
|  | (Please Print) |



4 WAYS TO PLACE YOUR ORDER

1) Order online at: WWW.Vajailpackages.com
2) Order by mail by sending to: Access Securepak (VA) 10880 Lin Page Place St. Louis, MO 63132
3) Order by fax: 1-866-754-2813
4) Order by phone: 1-800-546-6283

*Chesapeake Correctional Center and Norfolk City Jail have a $6 \%$ sales tax on merchandise and processing fees.

In the event of a back order, is it okay to substitute like items of equal or greater value? YES NO $\qquad$

## PROGRAM DATES:

First Date to Place Orders: Tuesday, September 1, 2015
Last Date to Place Orders (phone, fax, web): Friday, October 2, 2015
Postmark Date (mail orders): Friday, September 25, 2015 (must be received by Friday, October 2, 2015)
Delivery Date: Orders will deliver weekly

## WAYS TO ORDER:

Online: www.vajailpackages.com
Phone: 1-800-546-6283
Mail: Access Securepak® (VA)
10880 Lin Page Place
St. Louis, MO 63132
Fax: 1-866-754-2813
PAYMENT INFORMATION: We accept Visa, MasterCard and Discover credit / debit cards and prepaid cards (that have a verifiable United States address), cashier's checks and money orders. When paying by credit card be sure to include the card number, expiration date, card verification number ( 3 digit card verification number found on the back of the card), card member's name, address and phone number. We do not accept prepaid credit cards that lack the ability to assign a valid United States address to the card holder. Personal checks will NOT be accepted and the orders will be returned to the sender.

ORDERS PLACED WITH A CREDIT, DEBIT, OR PRE-PAID CARD: All cards will be charged on the day the order is placed. Any refunds/credits due will be applied to the original card used. Please allow additional time for refunds/credits to be processed when using a prepaid card.

SHIPPING INFORMATION: Inmate's Name, ID \#, Institution/Dorm/Housing Unit \& Address
SENDER'S INFORMATION: Sender's Name, Address, Phone Number \& Email Address
PROCESSING FEE: $\$ 3.00$ for all orders
SALES TAX: Access Securepak® is required by the state of Virginia to collect $2.50 \%$ sales tax on food and $5.30 \%$ sales tax on merchandise and processing fees. Chesapeake Correctional Center and Norfolk City Jail have a $6 \%$ sales tax on merchandise and processing fees. To figure sales tax amount take the subtotal and multiply it by the tax rate of $5.30 \%$.
Example: $\$ 63.52$ (subtotal) $+\$ 3.00$ (processing fee) $=\$ 66.52$ (subtotal) $\times 0.053$ (tax rate) $=\$ 3.53$ (tax total) $/ \$ 66.52$ (subtotal) $+\$ 3.53$ (tax total) $=\$ 70.05$ (total)
LIMITS: Multiple orders are allowed not to exceed $\$ 100.00$ spending limit per week unless otherwise noted.
Pamunkey - Limits $\$ 50.00$ per week
Norfolk - Limits $\$ 60.00$ per week
Meherrin River - Limits $\$ 65.00$ per week
Indigent inmates are eligible to receive packages for this program and it will not interfere with their indigent status.
 amount paid for orders received



 Prices and offers are subject to change and available while supplies last. Always consult our website www.vajailpackages.com for the latest updates on this package program.

## CUSTOMER SERVICE:

Online: www.vajailpackages.com
Phone: 1-800-546-6283
Automated System: 24 hours a day / 7 days a week
Customer Service Representative: Monday-Friday 8:30 am - 11:59 pm EST and Saturday 11:00 am - 5:00 pm EST

