



P.O. Box 224600  
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## **LEGAL NOTICES**

### **Cost**

- Legal Notice: flat fee \$400, includes all three VI Source publications (St. Thomas, St. John, St. Croix)
- Notarized Affidavit of Proof of Publication: \$25
- Family Court Fee (additional weekly tear sheets): \$50
- Rush Hand-Delivery Service Fee: \$50

### **The Process**

- Email a Word document of your notice to the following email address: [visourcerep@gmail.com](mailto:visourcerep@gmail.com)
- In your email specify beginning and ending dates for the publication. I.E.  
[First day of publication: January 01, 2020](#)  
[Last day of publication: January 30, 2020](#)
- Legal notices are published within 24 hours of receipt, Monday through Friday. Please be assured we strive to publish same business day.
- Requests received on Saturday & Sunday may not be published until the following Monday.
- Beginning tear sheets and invoice will be emailed to you upon publication.
- Your notice will be published online on all three V.I. Source publications (St. Thomas, St. John, St. Croix) for up to 30 consecutive days, more than satisfying all territorial requirements.
- At the end of publication, ending tear sheets and, if applicable, executed Affidavit of Proof of Publication, will be emailed, and the original affidavit will be mailed via USPS regular mail. Rush hand delivery of the documents is available for an additional fee.

### **Payment**

- You will be invoiced via email on the date of publication. Payment is due no later than the completion of the publication run. We accept payment by check or credit card (VS, MC, AMEX).

**Lara Halliday, Legals Editor**

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