



P.O. Box 224600
Christiansted, VI 00822

LEGAL NOTICES

Cost

- Legal Notice: flat fee \$450, includes all three VI Source publications.
- Notarized Affidavit of Proof of Publication: \$25
- Family Court Fee (additional weekly tear sheets): \$25

The Process

- Email a [Word](#) document of your notice to the following email address: legals@visource.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. Notices received after 3pm will be published the following business day. Please be assured we strive to publish same business day.
- Requests received on Saturday & Sunday will be published 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.

**Publication may be delayed if the Monday is a major Federal holiday.*

Payment

- You will be invoiced via email on the first day of publication. Payment is due no later than the completion of the publication run. We accept payment by check, ACH or credit card (VS, MC, AX) via the [\\$ Make A Payment](#) link located at the top of all three sites.

Lara Halliday, Legals Editor
Cell. (340) 201-8405
Em: legals@visource.com

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