



Virginia Correctional Enterprises

3600 Woods Way, State Farm, Virginia 23160
(804) 372-4912

Standard Product Price Sheet

Prices valid October 2021

[Ordering instructions located on VMI Portal](#)

Additional Charges:

- Processing / Typesetting fee \$36.00 Each – Applies to “new” items never before ordered, previously ordered items requiring changes, and items that have not been printed within the last 2 years.
- Proof fee \$11.65 Each – Optional when not required. Required when ordering quantities of 25,000 or more, and when the processing fee is required.
- Printing second side, please add 25% to unit price
- Perforation, please add \$6.00 per 1,000
- Numbering, please add \$6.00 per 1,000

Please contact us at VCE_Print@vadoc.virginia.gov for pricing on printing needs not listed on this sheet.

ENVELOPES

Minimum order is 500. Order in increments of 500.

Prices reflect cost per Box (500 per box)

#9 White Wove Envelopes 24# - (3 7/8" x 8 7/8")

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 0471 BK	\$38.05	\$24.78	\$23.75	\$20.92	\$18.28	\$17.90
REFLEX BLUE	99EN 0471 RF	\$38.05	\$24.78	\$23.75	\$20.92	\$18.28	\$17.90
SPECIAL	99EN 0471 SP	\$40.69	\$27.42	\$26.39	\$23.56	\$20.92	\$20.54
2 COLOR	99EN 0471 2C	\$47.51	\$34.25	\$33.22	\$30.39	\$27.75	\$27.36

#10 White Wove Envelopes 24# - (9 1/2" x 4 1/8")

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 0469 BK	\$38.37	\$24.98	\$24.01	\$21.12	\$18.41	\$18.15
REFLEX BLUE	99EN 0469 RF	\$38.37	\$24.98	\$24.01	\$21.12	\$18.41	\$18.15
SPECIAL	99EN 0469 SP	\$41.07	\$27.68	\$26.72	\$23.82	\$21.12	\$20.86
2 COLOR	99EN 0469 2C	\$47.96	\$34.57	\$33.60	\$30.71	\$28.00	\$27.75

#10 White Wove Window Envelopes 24# - (9 1/2" x 4 1/8")

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 0472 BK	\$41.20	\$26.78	\$25.75	\$22.72	\$19.83	\$19.44
REFLEX BLUE	99EN 0472 RF	\$41.20	\$26.78	\$25.75	\$22.72	\$19.83	\$19.44
SPECIAL	99EN 0472 SP	\$43.90	\$29.48	\$28.45	\$25.43	\$22.53	\$22.15
2 COLOR	99EN 0472 2C	\$51.31	\$36.89	\$35.86	\$32.83	\$29.93	\$29.55

BROWN KRAFT ENVELOPES

Minimum order is 500. Order in increments of 500.

Prices reflect cost per Box (500 per box)

6" x 9" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5246 BK	\$70.88	\$65.53	\$63.86	\$61.99	\$60.26	\$58.45

6 1/2" x 9 1/2" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5247 BK	\$73.52	\$67.98	\$66.18	\$64.38	\$62.51	\$60.64

7 1/2" x 10 1/2" Catalog Peel and Seal Envelope 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5248 BK	\$83.30	\$77.06	\$75.06	\$73.00	\$70.88	\$68.75

9" x 12" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5249 BK	\$91.73	\$84.91	\$82.66	\$80.34	\$78.02	\$75.71

9 1/2" x 12 1/2" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5239 BK	\$95.40	\$88.32	\$85.88	\$83.49	\$81.11	\$78.80

10" x 13" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5241 BK	\$97.21	\$90.00	\$87.55	\$85.10	\$82.72	\$80.28

10" x 15" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 5240 BK	\$108.92	\$100.81	\$98.04	\$95.34	\$92.64	\$89.93

11 1/2" x 14 1/2" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 6108 BK	\$118.77	\$109.95	\$106.99	\$103.97	\$101.00	\$98.04

12" x 15 1/2" Catalog Peel and Seal Envelopes 28#

INK COLOR	ITEM CODE	1 to 8 boxes	9 to 20 boxes	21 to 50 boxes	51 to 100 boxes	101 to 150 boxes	151 boxes & Up
BLACK	99EN 6109 BK	\$131.52	\$121.67	\$118.39	\$115.10	\$111.76	\$108.54

LETTERHEAD and FORMS

Minimum order is 1,000. Order in increments of 500 after first 1,000.

Prices reflect cost per 1,000 sheets

#1 White Bond 20# (watermark)- 8 1/2" x 11"

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	99ST BK 0348	\$77.00	\$48.00	\$47.00	\$33.00	\$33.00	\$30.00
REFLEX BLUE	99ST RF 0348	\$77.00	\$48.00	\$47.00	\$33.00	\$33.00	\$30.00
SPECIAL	99ST SP 0348	\$79.00	\$51.00	\$49.00	\$36.00	\$35.00	\$32.00
2 COLOR	99ST 2C 0348	\$95.00	\$67.00	\$65.00	\$52.00	\$52.00	\$48.00

#4 White Bond 20# - 8 1/2" x 11"

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	99ST BK 4258	\$72.00	\$48.00	\$43.00	\$32.00	\$32.00	\$28.00
REFLEX BLUE	99ST RF 4258	\$72.00	\$48.00	\$43.00	\$32.00	\$32.00	\$28.00
SPECIAL	99ST SP 4258	\$75.00	\$50.00	\$46.00	\$35.00	\$34.00	\$31.00
2 COLOR	99ST 2C 4258	\$92.00	\$67.00	\$63.00	\$52.00	\$50.00	\$47.00

CARBONLESS FORMS

Minimum order is 1,000. Order in increments of 500 after first 1,000.

Prices reflect cost per 1,000 sets

8 1/2" x 11"- 2 PART SETS - WHITE / CANARY

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	992P BK 2938	\$172.00	\$139.00	\$133.00	\$130.00	\$125.00	\$122.00
2 COLOR	992P 2C 2938	\$217.00	\$183.00	\$178.00	\$174.00	\$169.00	\$165.00

8 1/2" x 11"- 3 PART SETS - WHITE / CANARY / PINK

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	993P BK 2939	\$215.00	\$173.00	\$166.00	\$161.00	\$157.00	\$152.00
2 COLOR	993P 2C 2939	\$268.00	\$227.00	\$220.00	\$215.00	\$210.00	\$205.00

8 1/2" x 11"- 4 PART SETS - WHITE / CANARY / PINK / GOLDENROD

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	994P BK 2940	\$295.00	\$237.00	\$228.00	\$221.00	\$213.00	\$206.00
2 COLOR	994P 2C 2940	\$370.00	\$312.00	\$304.00	\$297.00	\$289.00	\$282.00

8 1/2" x 11"- 5 PART SETS- WHITE / GREEN / CANARY / PINK / GOLDENROD

INK COLOR	ITEM CODE	1,000 - 4,000	4,500 - 10,000	10,500 - 25,000	25,500 - 50,000	50,500 - 75,000	75,500 & Up
BLACK	995P BK 2941	\$382.00	\$305.00	\$295.00	\$287.00	\$277.00	\$268.00
2 COLOR	995P 2C 2941	\$475.00	\$398.00	\$388.00	\$380.00	\$370.00	\$362.00