



**Commonwealth of Virginia**  
**Virginia Department of Criminal Justice Services**  
**Instructor Patch Order Form (Form I-P)**

<b>OFFICER'S CURRENT NAME:</b>			<b>Last 4 Digits of Social Security Number:</b>		
<i>Last</i>	<i>First</i>	<i>Middle Initial</i>	<b>XXX-XX-</b>		
Mailing Address (where patches should be delivered):					
Street:					
City:		State:		Zip:	
Email Address:					
Phone Number (if we need to contact you):					
<b>CURRENT CRIMINAL JUSTICE EMPLOYER:</b>					
<b>INSTRUCTOR CERTIFICATION HELD (select one):</b>			<b>EXPIRATION DATE:</b>		
<input type="checkbox"/> General Instructor <input type="checkbox"/> Driver Training Instructor <input type="checkbox"/> Defensive Tactics Instructor <input type="checkbox"/> Firearms Instructor <input type="checkbox"/> Speed Measurement Instructor					
<b>PATCH ORDER</b>					
	<b>Price</b>		<b>Number Ordered</b>	<b>Total</b>	
<input type="checkbox"/> General Instructor	\$1.00 each		_____	\$ _____	
<input type="checkbox"/> Driver Training Instructor	\$1.00 each		_____	\$ _____	
<input type="checkbox"/> Defensive Tactics Instructor	\$1.00 each		_____	\$ _____	
<input type="checkbox"/> Firearms Instructor	\$1.00 each		_____	\$ _____	
<input type="checkbox"/> Speed Measurement Instructor	\$1.00 each		_____	\$ _____	
			<b>Subtotal</b>	\$ _____	
			Sales Tax (6.0%)	\$ _____	
Shipping & Handling for <i>more</i> than 5 patches (\$3.50)			\$ _____		
Shipping & Handling for <i>less</i> than 5 patches (\$1.75)			\$ _____		
			<b>TOTAL</b>	\$ _____	
<b><i>Please make checks payable to "Treasurer, Commonwealth of Virginia"</i></b>					
<b><i>NOTE: The order will not be filled if the officer named above does not currently maintain certification in the instructional area for which the patch is ordered or if not currently employed by a Virginia Criminal Justice Agency.</i></b>					
<p>I attest that I am currently certified as a criminal justice instructor by the Virginia Department of Criminal Justice Services in the category(ies) for which I am purchasing instructor patches. The patches being ordered are for my use <b>only</b> and shall not be transferred to or redistributed to any person(s).</p>					
_____		_____		_____	
<i>Signature of Purchaser</i>		<i>Date</i>		<i>DCJS Verification</i>	