

## Instructions for Depositing Money into Inmate Trust via Wachovia Lockbox

1. Obtain money orders and / or cashier's checks made payable to inmate. Personal checks and cash are **not** accepted.
2. Mail money orders and / or cashier's checks in envelopes addressed in the following manner:

CORECIVIC

Inmate/Detainee Last Name, First Name, Commissary Number

Facility: CIBOLA

P O Box 16545

Atlanta, GA 30321-0545

3. Make sure senders first and last name and return address is on the envelope.
4. Do **NOT** include and correspondence such as letters, cards, pictures, or packages with a money order or cashier's check. None of these items sent to this address will be forwarded to the inmate or returned to sender.

## Instructions for Depositing Money into Inmate Trust via Western Union

1. You can send money via Western Union by using the Internet, by phone or by a Walk-in Cash Payment. The website for internet is [www.westernunion.com/corrections](http://www.westernunion.com/corrections). The phone number for phone quick collect is 1-800-634-3422.
2. To send money via a Western Union Walk-In Cash Payment Location the following is a sample of a quick collect form.

**SAMPLE Quick Collect PAYMENT FORM**

**WESTERN UNION**

**\*Vea otro lado para español**

THE PAY TO IS ALWAYS: CORRECTIONS CORP OF AMERICA

THE CODE CITY IS ALWAYS: TRUSTCCA AND STATE CODE IS ALWAYS: TN

SENDERS NAME

USE THE INMATE COMMISSARY NUMBER AND LAST NAME

SENDERS INFORMATION



**1 PAYMENT INFORMATION**

**ENTER \$ AMOUNT** Dollar Amount Not To Exceed US \$5,000

When sending \$1,000 or more, you must provide identification and additional information.

**CORRECTIONS CORP OF AMERICA**

**LEAVE THESE TWO AREAS BLANK**

**TRUSTCCA TN**

**2 SENDER INFORMATION**

**John Doe (Sender's Name)**

**1234567ORTIZ (commissary#last name)**

**(000) 000-0000**

**123 ANYWHERE STREET**

**ANYTOWN STATE 00000**

**3 CONSUMER SIGNATURE**

SAMPLE ONLY

**Western Union® Payment Services**

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