



Northeast Ohio Correctional Center Youngstown, Ohio

FOR ODRC INMATES ONLY:

The Business Office processes incoming and outgoing funds for all inmate accounts according to Administrative Regulations 5120-5-02 Inmate Funds and 5120-9-33 Packages and Property Restrictions.

Inmates may receive funds from individuals who are approved or tentatively approved visitors on their visitor list. Funds can be put on their books by kiosk deposit, online, or money order via J-Pay.

Deposits may be made online at www.connectnetwork.com using debit card or credit cards. The approved visitor will be required to enter their ID information. The name entered must EXACTLY match the spelling on the visitor list. There is a limit of no more than \$200 per single deposit and \$400 total for all deposits per month for a single inmate. This limit includes deposits from other depositors.

Money orders may be sent to the following address: J-Pay Lockbox, P.O. Box 277810 Miramar, FL 33027. When sending a money order, a payment coupon and a copy of the approved visitor's ID must be included with the money order each and EVERY time. Payment coupons are available from the J-Pay website, www.jpays.com. If the payment coupon and/or copy of the ID are not included, J-Pay will return the money order to the sender.

These deposit services are provided by an outside company. There are fees that will apply with each transaction.

FOR USMS INMATES ONLY:

Instructions for Depositing Money into Inmate Trust via Synovus 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 Trust
(Inmate Last Name, Inmate First Name / Inmate CCA Commissary #)
Facility: NEOCC
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. 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

PAYMENT collect WESTERN UNION

Card Members Fill Out Yellow Shaded Area Only / Los tarjetahabientes solamente necesitan llenar el área amarilla

WESTERN UNION COLLECTOR PREFERRED CARD NUMBER

1 PAYMENT INFORMATION **INFORMACIÓN DEL PAGO**

ENTER \$ AMOUNT **Defiler Amount Not To Exceed US \$5,000**
El monto en dólares no debe exceder US \$5,000

When sending \$1,000 or more, you must provide identification and additional information. Al enviar \$1,000 o más, usted deberá proporcionar identificación e información adicional.

Pay to: **CORRECTIONS CORP OF AMERICA**

Company Name / Nombre de la Compañía

Address: **LEAVE THESE TWO AREAS BLANK**

Home or Reference

Reference Number:

City: **TRUSTCCA** **State:** **TN**

City or Ciudad State

2 SENDER INFORMATION **INFORMACIÓN DEL REMITENTE**

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

Full Name / Nombre Completo

Account Number With Company: **1234567ORTIZ (commissary#last name)**

Address the account with the company. Note: no space between # and name

Telephone: **(000) 000-0000**

Home or Office

Address: **123 ANYWHERE STREET**

Home or Office

City: **ANYTOWN** **State:** **00000**

City or Ciudad State

3 CONSUMER SIGNATURE **SIRMA DEL CLIENTE**

Western Union® Payment Services **1**

*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

SENDER'S NAME

USE THE INMATE COMMISSARY NUMBER AND LAST NAME

SENDER'S INFORMATION

SAMPLE ONLY