



INSTRUCTIONS

- **PRINT ALL** requested information.
- **INCOMPLETE COUPONS** will be returned.
- **SEND ONLY** Money Orders or Bank Checks.
- **NO CASH OR PERSONAL CHECKS.**
- **FUNDS MUST NOT EXCEED \$500.00**
- **MAKE PAYABLE TO:**
 1. VT DOC F. B. O. (Inmate Name)
 2. Put Inmate ID # in the Memo Field of the Money Order or Bank Check
- **DO NOT SEND ANY FUNDS TO INMATES BEING HOUSED OUT OF STATE**
- **DO NOT MAIL** deposits to facilities.
- **DO NOT SEND** any personal items, they will be destroyed.

DEPOSIT COUPONS, INMATE ID NUMBERS AND SAMPLE FORMS ARE LOCATED ONLINE AT
<http://www.doc.state.vt.us>
 FOLLOW THE LINK TO: INFORMATION FOR INMATE FAMILIES AND FRIENDS
 ADDITIONAL DEPOSIT COUPONS ARE AVAILABLE FROM INMATES, AND CORRECTIONAL FACILITY LOBBIES.

MAIL FUNDS WITH COUPON TO:
Inmate Trust
 PO Box 1344
 Williston, VT 05495-1344

**WE WILL NOT FORWARD ANY MAIL INCLUDED IN THIS ENVELOPE TO THE INMATE.
 ANY INMATE CORRESPONDANCE WILL BE DESTROYED.**



Vermont Department of Corrections

Inmate Trust
 P.O. Box 1344
 Williston, VT 05495-1344



INMATE ID'S ARE LOCATED ONLINE AT: <http://www.doc.state.vt.us/>
 Follow the link to: **information for inmate families and friends**

INMATE INFORMATION (ALL INFORMATION IS REQUIRED)

Inmate Number:

Inmate First Name:

Inmate Last Name:

Inmate Date of Birth: / /

Amount Sent: . \$

NOT TO EXCEED \$500.00 PER DAY

SENDER'S INFORMATION

Sender's Name: (Required)

Sender's Address: (Required)