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.vermont.gov
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)

LB Web A 7-17-2007