

**IOWA DEPARTMENT OF CORRECTIONS  
OFFENDER TELEPHONE SERVICES  
PRE-PAID SERVICE**

**PLEASE READ CAREFULLY**

This form must be completed with every deposit for offender pre-paid phone credits. Copies of this form can be obtained from offenders or at any State Correctional Facility. This form is available on the Department's web site: <https://doc.iowa.gov/>. It is suggested that you photo copy a sufficient supply to meet your needs. All cashier's checks or money orders need to be made out to IDOC-OTA, the offender's last name and inmate number.

For quality assurance, all information must be completed or the deposit will be returned to sender or turned over to the State of Iowa Treasure Hunt Program.

All Deposits Must Be Addressed and Sent to:

**IDOC Offender Telephone Accounts  
Post Office Box 1417  
Fort Madison, Iowa 52627**

Families and friends on an offender's calling list may call (319) 372-5432 extensions 41821#, Monday through Friday between 1:00 P.M. and 4:00 P.M. with questions regarding deposits.

The minimum amount for each deposit will be \$20.00. **Only cashier's checks and money orders will be accepted.** All deposits must be designated to an inmate name and matching I.D. number.

**Please Complete ALL Information and send with  
Your cashiers check or money order**

**Sender**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

**Offender Identification**

Offender Name \_\_\_\_\_

Offender I.D. \_\_\_\_\_

Location of Offender \_\_\_\_\_

**Check One:**             **Cashier Check**             **Money Order**

**Amount of Deposit:** \_\_\_\_\_            **Cashier check or money order number:** \_\_\_\_\_

**Do you want this deposit designated to a specific telephone number?**     **Yes**             **No**

**If "yes" please designate the Telephone Number (Include Area Code):**

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**Keep in mind that calls to toll free numbers except those numbers added by the IDOC and 800 numbers are prohibited.**