



NOTICE TO OFFENDERS

OFFENDER BANKING CHANGES

Effective August 1, 2007, the Iowa Department of Corrections is centralizing offender banking operations. All incoming money for offender spending/commissary accounts will be received and handled by a central location, the Fort Dodge Correctional Facility (FDCF). At that time, incoming monies for offenders will not be accepted at or by any other location. The Iowa State Penitentiary will handle all restitution, court filing fees and child support.

INCOMING MONEY:

Effective August 1, 2007 all incoming money must be sent to the following address:

**IDOC Offender Fiduciary Account
1550 L Street, Suite B
Fort Dodge, IA 50501**

All deposits must be in the form of a **cashiers check or money order**. All cashiers checks and money orders must be made payable to: **IDOC Offender Fiduciary Account**. The cashiers check or money order **must** include the following: **offender name, offender number, sender's name and sender's complete address**. **All writing should be legible**. If the deposit does not follow these guidelines it will be returned to the sender by mail. Money orders and cashiers checks will no longer be accepted by drop off at **any** institution. The only option is to mail to the address listed above. Offenders will still receive receipts for deposits consistent with current individual institution guidelines. Any questions from offenders regarding incoming money can be directed to the Business Office where the offender is located.

This change in process will mean that the offender's money will immediately be there when the offender transfers from one institution to another. The offender will no longer need to wait for a check to be sent by the facility that he/she left.

The mission of the Iowa Department of Corrections is to:
Protect the Public, the Employees, and the Offenders.

(Office) 515-725-5701 – 510 East 12th Street, Des Moines, Iowa 50319 – (FAX) 515-725-5798

RESTITUTION, COURT FILING FEES, AND CHILD SUPPORT:

The Iowa State Penitentiary (ISP) will be responsible for entering and maintaining all plan information related to restitution, court filing fees and child support. Offenders may still direct questions about these through their institutional Business Office. If you choose to direct your question to ISP, please mail to the following address:

Iowa State Penitentiary
PO Box 316
Fort Madison, IA 52627-0316

This change in process will remove the transition in financial management of plans when an offender transfers.

NOTIFICATION TO FAMILY AND FRIENDS:

A separate notice on how to send money will be made available for you to send to your family and friends. This notice will also be available for visitors and will be posted on the department's web site.

POSTED: June 18, 2007
Iowa Department of Corrections