

## HOW TO SEND A MONEY ORDER

- 1 Complete the Money Order Deposit Slip at the bottom by typing or printing in blue or black ink
- 2 Make the money order **payable** to JPay. You can include the Inmate name & ID on the "memo" or "used for" line. We recommend using US Postal Money Orders
- 3 Place the money order and the deposit slip in an envelope
- 4 Mail to: JPay, PO Box 277810, Miramar, FL 33027

## Things to know

Write clearly on the form to avoid delays processing the money order. Do not include any letters or notes with your payment because these will be discarded.

Verify that your loved one's name and ID are entered correctly on the Money Order Deposit Form

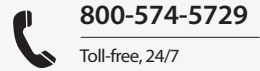
### Money orders will not be processed without a valid email and mailing address

- Do not send money orders valued over \$200.00. If you wish to send a money order of more than \$200.00, you must get prior approval from the facility where your loved one resides. Contact the facility for more information
  - You must be on your loved one's approved or tentatively-approved visiting list to send a money order. If you are not an approved visitor, you can fill out an application at [www.drc.ohio.gov](http://www.drc.ohio.gov) and submit it to the facility where your loved one resides. The approval process may take 30-60 days, and you must receive your loved one's authorization
  - There's no fee for sending money through money orders
  - You must send a photocopy of your state issued ID (e.g. Driver's License, Military ID or Passport) and this completed form with every money order. Please note:
    - Your name and your date of birth on your ID must match your name and date of birth on the official Ohio Department of Rehabilitation and Correction visiting list
    - Your name on your ID must match your name on the money order and this money order deposit form
- Visit [JPay.com/LegalAgreementsOut.aspx](http://JPay.com/LegalAgreementsOut.aspx) for Terms & Conditions. A JPay account is not needed to send money orders. Call 800-574-5729 if you need more information or assistance completing this form

## DID YOU KNOW?

You can deposit funds directly to your loved one's JPay Media Account?

**Media Account Deposits.** Send funds they can use to buy JPay stamps, the JP4 Tablet, music and more — where available



**ALL FIELDS REQUIRED**

## Money Order Deposit Slip

**Mail to:** JPay, PO Box 277810, Miramar, FL 33027

**Money Order Amount** – maximum \$200.00

\$

Enter Correct Pre-fix  
A, W, or R

**Inmate's ID Number**

**Inmate's State**

O  H

**Inmate's Full Name** (Last, First)

**Institution**

**Your Email**

**Your First Name** (Person Making Payment)

**Your Phone Number** (Person Making Payment)

-   -

**Your Last Name** (Person Making Payment)

**Your Address**

**Your City**

**Your State**

**Your Zip**