

## **DEPOSITING FUNDS:**

Any money taken from an inmate at the time of booking will be placed in the Inmate's Commissary Account. These funds may be used to buy commissary items or to make telephone calls. When an inmate is released from the facility, the balance of the account may be returned to the inmate, during normal visitation hours. If an inmate is sent to another correctional facility, the balance of money in the account will be sent to that location.

Persons wishing to place funds on an inmate's commissary account may do so using the following methods:

1. Using the Kiosk located in the Visitation Room Lobby during normal visitation hours. The Kiosk may be used to deposit funds using cash or credit/debit cards.
2. Funds may also be deposited online at [www.connectnetwork.com](http://www.connectnetwork.com) following the instructions provided.
3. Money orders made out to the Inmate Commissary Fund may be accepted through the mail system (see inmate mail instructions provided). The inmate's name and inmate number should be written on the money order in the memo section. No cash, checks, or other financial instruments will be accepted.