

## **Drop Box Locations**

Our office headquarters is open for receiving your payments from 8:00 a.m. to 4:30 p.m. Monday through Friday. We are located at 2090 Highway 5 south of Albia.

If you need to make a payment when the office is closed, we have conveniently placed two drop boxes at our headquarters location. One is located beside our front door and the other is located on the north side of the circle drive as you pull off the highway to our headquarters. These drop boxes can be accessed 24 hours a day.

The drop boxes are emptied each business morning. Please be advised that if you put a payment in the box after 8:00 a.m. it will not be processed until the following working day.

To ensure that you receive proper credit for your payments, please place your payment stub and check or money order in the envelope provided. For your safety, please do not place cash in the drop boxes.

If you have any questions, please contact one of our customer service representatives at 641-932-7126 or 800-475-1702.