

# VISITING HOURS

THURSDAYS 6 P.M. to 8 P.M.  
SATURDAY AND SUNDAYS  
12:30 P.M. TO 2:30 P.M. &  
3 P.M. TO 5 P.M.

## VISITOR GUIDELINES

Inmates are encouraged to have family and friends visit. All inmates (except those on disciplinary restrictions) are entitled to have visitors. Failure to abide by the visiting rules could result in loss of visiting privileges.

- All visitors are subject to being searched. It is a felony for any person to deliver any article to an inmate without the permission of the Sheriff/Facility Administrator, or to procure an article to be delivered, to possess it with intent to deliver it, or to deposit or conceal it with the intent that an inmate shall obtain it.
- ID is required. This may be in the form of a valid driver's license, a government-issued picture ID, or a Passport.
- Minor children must be accompanied and supervised by parent(s) or legal guardian(s). All minor children that enter the facility must have an original birth certificate listing the inmate as the parent of the child.
- An inmate may deny a visitor access by leaving written notice with an officer.
- Each inmate is allowed one (1) group of visitors per session. Visitors may not visit twice in the same day.
- One group consists of a maximum of four visitors. All visitors must arrive at the same time.
- Do not pass any item(s) to an inmate during a visit.
- Physical contact with inmates is prohibited.

## VISITOR DRESS CODE

- All clothing must be worn in the proper manner in which it was intended at all times.
- Ripped, torn or cut-off clothing, bare-midriff, low-cut, tight-fitting, see-through, sleeveless, tanks or halter tops are prohibited.
- Any clothing that, in the opinion of the Officer, does not meet the standards for appropriate dress is prohibited.
- Failure to abide by the dress code could result in loss of visiting privileges.

# WHAT YOU NEED TO KNOW

## WAYS TO SUPPORT YOUR LOVED ONE



### MAIL & COMMUNICATION

- Inmates have access to telephones. Funds can be added to an inmate's phone account at [www.securustech.net](http://www.securustech.net) or an inmate may call collect. If for some reason an inmate cannot contact you due to a "block" on your phone, you may call Securus Technologies at (972) 734-1111.
- Personal mail will no longer be accepted at ECSD facilities. All personal mail must be sent to:  
  
**Inmate Name, ID#, WIT  
C/O Securus Digital Mail  
Center/Essex County  
Lebanon, MO 65536**
- Legal mail, money orders & approved publications will still be accepted. Approved publications must come from an approved source such as Amazon, Barnes & Noble, or the publisher. The address for these items is:  
  
**Inmate Name, ID#, WIT  
C/O Women In Transition  
197R Elm Street  
Salisbury, MA 01952**
- Mail received that contains contraband will be either returned to sender or turned over to the appropriate authority.

### INMATE ACCOUNTS

Inmates are allowed to have money deposited into their account through **connectnetwork.com** or at any of the Essex County lobby kiosks. Make the money order out to the inmate and give it to an Officer. You can either mail the money order to the address above to the attention of inmate accounts, or drop it off to the Officers.



### DROP-OFF OF PERSONAL PROPERTY, HEALTH & BEAUTY ITEMS

Inmates are allowed to have a limited amount of personal property and HBA items dropped off by appointment only.

- Drop offs during visiting hours is prohibited.
- Upon arrival to the facility and at the change of seasons, each inmate is allowed to have a limited amount of personal property dropped off.

- Allowed items are listed on the property guideline sheet provided to inmates during the intake process. Items not on the list (or otherwise approved) will be collected & stored in personal property until an inmate is released.
- Each inmate is allowed to have one HBA drop-off per month.

- HBA items must be in their original, unopened container. No glass containers are permitted.
- Personal property, packages, & HBA items may also be sent in via the U.S. Postal Service at the request of the inmate. Approval must be granted PRIOR to the arrival of the package. Make sure the items are allowed before being mailed.

**Contact 978-750-1900 x3728 for further details.**