

## VISITING HOURS

(EFFECTIVE JULY 28, 2013)

C-Unit:

Saturday (only) from 8:00am to 11:00am

D-Unit:

Saturday (only) from 1:00pm to 4:00 pm

G\_Unit:

Sunday (only) from 8:00am to 8:30am

Female Intake:

Sunday (only) from 8:30am to 11:00am

F/H Units:

Sunday (only) from 8:30am to 11:00am

E-Unit:

Sunday (only) from 1:00pm to 4:00pm

Male Intake:

Tuesday (only) from 6:30pm to 9:00pm

B-Unit:

Wednesday (only) from 6:30pm to 8:00pm

RHU:

Wednesday (only) from 8:00pm to 9:00pm

I-Unit:

Thursday (only) from 6:30pm to 8:00pm

A-Unit:

Thursday (only) from 8:00pm to 9:00pm

## **CELL PHONES ARE STRICTLY PROHIBITED**

### **TOBACCO FREE POLICY**

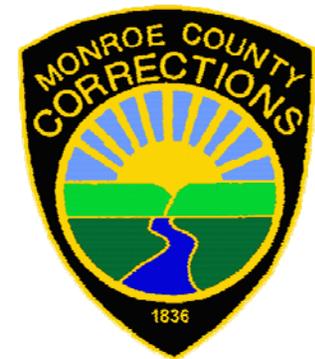
It is the policy of the Monroe County Correctional Facility to prohibit the use and possession of all tobacco products and associated devices with the Monroe County Correctional Facility and adjoining buildings and grounds. Please leave these items locked in your vehicle or placed with personal items in lockers!

All inmate mail must be delivered via the United States Postal Service (USPS) or a delivery company.

Restrictions listing items accepted through the mail for inmates is available from Administration.

## Monroe County Corrections Visitor Information

- General Rules
- Entrance into Secure Facility
- Inmate Telephones
- Weekly Inmate Visitation



Monroe County Correctional Facility  
4250 Manor Drive  
Stroudsburg, PA 18360-9415

Phone: (570) 992-3232

## GENERAL RULES

### NO FOOD

### NO BEVERAGES

### NO CELL PHONES

*allowed in the lobby or the building!*

### NO SMOKING

*allowed anywhere on Facility grounds!*

1. Photo identification is required, such as a driver's license. Birth certificates are required for anyone under eighteen(18) years of age, **NO EXCEPTIONS!**
2. Locker tokens are available at the reception counter to store personal items in lockers.
3. Jackets, coats, hats and other outerwear must be placed on the coat rack or stored in lockers.
4. Cash or money orders may be deposited into an inmate's account during business hours, which are: Monday-Friday 8:00am-4:00pm. Monies may also be deposited via JPAY ® by visiting the website: [www.jpay.com](http://www.jpay.com) or by calling: 1-866-333-5729.
5. The lobby officer may request you to secure other property before a visit.
6. All packages and valuables are subject to search.
7. Official visitors must secure all weapons with receptionist.
8. No weapons of any kind are permitted in the Facility.
9. All visitors are subject to be screened by a metal detector.

## ENTRANCE INTO SECURE FACILITY

1. All visitors must sign the register when entering the main lobby.
2. All visitors must show ID.
3. All visitors shall receive a visitor's badge and be stamped on the left hand before entering the Facility past the main lobby.
4. All visitors shall pass through a metal detector and are subject to a clothing search.

## INMATE TELEPHONE

1. Inmates may make telephone calls providing there are monies in their books/accounts. A phone account may be opened with ITI: 1-814-949-3303.
2. A 15-minute time limit is allotted per phone call.
3. A 15-minute collect call placed to a person within the Stroudsburg area codes costs approximately \$3.55. Phone-call costs will be higher the further the distance from the Facility. Also, phone-call costs will be higher for calls placed outside the 570 area code.
4. All inmates have been urged to advise their relatives and friends of these costs. **Telephone calls or messages will not be accepted for inmates!**

## WEEKLY INMATE VISITATION

1. All visitors shall pass through the metal detector and are subject to a clothing search.
2. Photo identification is required, such as a driver's license. Birth certificates are required for anyone under eighteen(18) years of age, **NO EXCEPTIONS!**(Refer to #7)
3. Inmate visitation sheet shall be completed in its entirety.
4. Visitors may only visit two (2) inmates in one day. (Exceptions can be made for more than two (2) inmates of the same immediate family.)
5. Visitation is limited to one-half (1/2) hour. Two (2) visitors are allowed to split the visit (15 mins each). No more than two (2) visitors are permitted. Visitors will not be permitted to switch chairs or phones to speak to another inmate. Should you or your guest do this, your visit will be terminated.
6. Loitering, standing, waving, etc. at or near visitation doors will not be tolerated. This will be cause for termination of the visit and possible removal from the lobby.
7. Juveniles (under 18) must be accompanied by parents or legal guardian with their birth certificates. Juveniles must be kept close (within arms' length) to the parent or legal guardian and must remain seated in the lobby and/or the visitation room at all times. Any juvenile left unattended and able to run free, and/or behavior becomes disruptive, the visit will be terminated.
8. Clothing exchanges shall be 'one-for-one' and completed during visitation. Inmate must have requested exchange by 1400 hours (2:00pm) the day before the scheduled visitation.
9. During visitation hours, only money orders are accepted.