

## **Mail for Monroe County Jail and Correctional Facility Inmates**

Mail for inmates is only accepted when delivered through standard U.S. Postal Service. No overnight, express mail, etc., will be accepted. There is a limit of 10 photographs per envelope.

The following items will **NOT** be accepted through the mail service:

- Cardboard, plastics or anything laminated
- Gang related materials (Photos, colors, writing, symbols)
- Materials related to drugs and weapons
- Two-ply greeting cards will be separated (they are discouraged)
- Oversized or musical greeting cards
- Blank paper, cards, envelopes, stamps
- Magazines, books, and newspapers not from the publisher
- Staples and paper clips
- Items having suspicious stains or markings.
- Perfumes are discouraged as they often result in stains/markings
- Stickers or adhesive materials on letters/envelopes (excluding the envelope seal adhesive)
- Padded/insulated envelopes
- Artwork done with wax, water colors, or heavy crayons/markers
- Items with glitter
- Envelopes or items with tape or glue
- Instant camera photos (i.e. Polaroid)
- Photographs larger than 5x7
- Photographs or materials of a pornographic nature
- Food items
- Packages
- Cash or checks. Money orders from the USPS or Western Union will be accepted.

Inmates may receive newspapers, magazines, and books through the US Postal Service if they are mailed directly from the publisher. They will **NOT** be accepted if sent by any other person. No hardbound books will be accepted.

If you are sending mail to an inmate, envelopes **MUST** include the inmate's first and last name along with his/her inmate ID number. The inmate ID number is listed as the "MCJ" number found on the [Inmate Roster](#) on the Monroe County Sheriff's web page.

The mailing addresses for the facilities are:

Inmate Name & ID Number  
Monroe County Jail  
130 S. Plymouth Avenue  
Rochester, New York 14614

Inmate name & ID Number  
Monroe Correctional Facility  
750 E. Henrietta Road  
Rochester, New York 14623