

## CONTACT NUMBERS

<u>JAILER</u>	<u>Ext.: 221</u>
<u>BOOKING</u>	<u>Ext.:224</u>
<u>CONTROL CENTER</u>	<u>Ext.:225</u>
<u>CANTEEN / PRISONER ACCTS</u>	<u>Ext.:226</u>
<u>BONDING / JAIL FEES</u>	<u>Ext.:229</u>
<u>CAPTAINS</u>	<u>Ext.: 222 or 240</u>

### CANTEEN

All prisoners are allowed access to the commissary if a positive balance is shown on his/her account. Items brought to the facility are no longer accepted or approved. All items must be purchased from the commissary. Cash and money orders are no longer received by this facility. Family and friends can leave money on inmate's accounts by:

- Calling 1-866-516-0115 and using a debit/credit card to leave money on a commissary (trust) account or a phone account.
- Mailing money orders to **Telmate, Inc. 1096 S. East 6th Street, Ontario, OR 97914** Include your name, write in the memo section of the money order whether you want the credit to be placed on your "trust" or "phone" account otherwise it will be placed on a phone account.
- Stop by the front lobby and use our Kiosks machine to place money on accounts. The machine takes credit/debit cards and is available 24 hrs., 7 days a week.
- Go online and credit accounts at [www.pay.intelmate.com](http://www.pay.intelmate.com).

Canteen purchases are placed by inmates using Kiosks machines in their cells. If a positive balance is shown on accounts inmates will be able to access approved items to purchase. The machines will upload commissary orders on Wednesday's and Sunday's weekly. Orders are returned on Tuesday's and Friday's weekly. If medical is owed, half (1/2) of canteen credits/deposits will be deducted to cover the amount owed until the amount is paid in full.

### Reimbursement of Commissary/Phone Accounts When Released/Transferred

Once money is credited to **commissary (trust) accounts** it cannot be removed until release. Once released, a check for the unused portion will be given the day of release during business hours. If a release is after business hours, a reasonable attempt is made to contact the inmate regarding unclaimed funds and other personal property. If no response is received within a 120 day time period from the date of release, the unclaimed funds will be considered forfeited and will be placed on the Inmate Welfare Account. Transferees will be mailed a check to the destination facility.

### CREDIT CARD TRANSACTIONS

We now accept **VISA**, **MasterCard**, and **Discover** cards for bonds, jail fees, commissary, and medical payments.

**Bonds and Jail Fees**—must physically be here to process. Cash is accepted; exact change is needed. Call Ext.: 229 for amount information.

**Commissary/Canteen or Medical Payments**—call the facility and ask for ext.: 226 (Commissary Personnel).



Pursuant to 501 KAR 3:070 §(1.)(e.) tobacco items of any kind brought inside the facility will be considered contraband and will result in prosecution to the fullest extent of the law.

For more information please visit [www.lrc.ky.gov/kar/501/003/070.htm](http://www.lrc.ky.gov/kar/501/003/070.htm)

**MARION COUNTY DETENTION CENTER**  
**201 Warehouse Road**  
**Lebanon, KY 40033**

**Phone:** (270) 692-5802  
**Admin. Fax:** (270) 699-9067  
**Booking Fax:** (270) 699-3907  
**Email:** [a.hardin@mcjail.org](mailto:a.hardin@mcjail.org)

For additional facility and current inmate information visit our website at [www.marioncountydetection.com](http://www.marioncountydetection.com)

## Facility Information for Family & Friends



March 29, 2012

**VISITATION**

**To Schedule A Visit:**

Call 1-877-467-1794 at least 24 hours in advance of the day and time you wish to visit. Follow the prompts.

**To Cancel or Reschedule A Visit:**

Call the number above back using the same phone used to make the visit. Follow the prompts.

**Business Visitors**

Prisoners are not allowed to engage actively and/or operate in a business or profession while incarcerated. A special visit may be authorized by the Jailer for business purposes where a decision has to be made that substantially affects the assets or prospects of a business and/or property.

**Special Visits (i.e., Attorneys, Clergy, Prospective Employers, Sponsors, Parole Advisors, and Long Distance Visitor Requests):**

Special visitors assisting in legal matters, family problems, release planning, etc. must visit during regular visiting hours unless special problems or circumstances exist that visiting hours must be scheduled otherwise.

Attorneys, clergy, or family members who live a great distance from the facility and desire a special visitation be arranged are required to contact the Jailer at least twenty-four (24) hours in advance. Written request for a special visit is preferred.

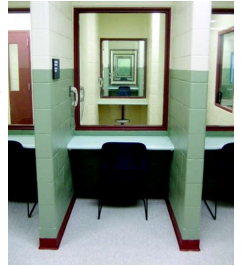
**Ex- prisoners** or anyone with pending charges must have prior written approval from the Jailer to visit.

**VISITATION RULES**

**Sexual stimulation or like activity is strictly prohibited while visiting.** Visitors are subject to all rules and regulations of the facility. Each visitor will be identified and required to sign in if over the age of eighteen. Persons under the age of eighteen (18) may **not** visit unless accompanied by a responsible adult who has written parental or guardian permission to bring the children) into the facility. Such permission must be fully documented. Children must be kept under supervision of the accompanying adult at all times. Persons under the age of 18 will be signed in by the accompanying adult.

Only essential items such as a diaper, baby bottle and car keys are authorized inside the visitation areas. Purses, large handbags, cameras, diaper bags, food, drinks, and/or etc. are to be left in the visitor's vehicle.

**Revealing, provocative, or inappropriate clothing is not allowed to be worn during visitation. Clothing items not allowed include bare midriffs, deep "V" or low scooped upper garments, transparent or translucent clothing, obscene pictures or words on garments, and no mini skirts, or shorts above mid thigh. Generally, clothing of visitors must be tasteful and appropriate.**



Visitation may be cancelled due to extraordinary occurrences or security reasons. It is not the responsibility of this facility to make public announcements of visitation cancellations.

**Holiday Visitation** is usually approved by the Jailer. Upon approval, holiday visitation dates and times will be included in the scheduling.

**PUBLIC NOTICE WHEN VISITING OUR FACILITY**

Please be patient with our staff when visiting our facility for the release of family, friends, or other requests you may have. The safety and security of this facility and our community is our first priority and timely processes such as intake and release will absolutely be our first priority. Always be prepared with information needed to process your requests such as letters, checks, and/or documents prepared and ready to be signed or notarized. Be sure to bring correct change for bonds as we do not keep cash on hand. Again, please be patient as we are working diligently to process your request as quickly as possible.

<b>COUNTY &amp; STATE In-mates</b>	<b>STATE Inmates</b>	<b>FEDERAL Inmates</b>	<b>ALPHA Inmates</b>	<b>FEMALE Inmates</b>
County inmates will be allowed to visit two (2) thirty (30) minute visits per week or one (1) hour once a week if time slots are available. You must request an hour visit when scheduling. Prisoners shall be allowed a maximum of four (4) visitors per visit to include children. This number may be changed if the number of visitors creates a security problem.	State inmates are allowed to visit a minimum of two-(2) hours per week with a maximum of four (4) visitors per visit. This number may be changed if the number of visitors creates a security problem.	Federal inmates will be allowed to visit two (2) one (1) hour visits per week (or more as long as slots are available). Longer visits must be requested during scheduling. A maximum of four (4) visitors per visit is allowed to include children. This number may be changed if the number of visitors creates a security problem.	To visit an ALPHA program inmate your family is required to call 1-877-467-1794. To schedule special contact visits your facility is required to contact the ALPHA Director at 270-692-5802, Ext.: 241 or 242 to schedule dates, times, receive rules, and regulations.	Female inmates will be allowed to visit two (2) thirty (30) minute visits per week or one (1) hour once a week if time slots are available. You must request an hour visit when scheduling. Female inmates shall be allowed a maximum of four (4) visitors per visit to include children. This number may be changed if the number of visitors creates a security problem.
<b>COUNTY &amp; STATE In-mates (housed in "Secure" section)</b>	<b>STATE Inmates (housed in "Restricted" section)</b>	<b>FEDERAL Inmates</b>	<b>ALPHA Inmates –Female</b>	<b>FEMALE Inmates (housed in "Secure" section)</b>
<b>Tuesday's</b> 8:00 a.m. – 9:00 a.m. 10:00 a.m. – 11:00 a.m. <b>Break for Lunch</b> 12:30 p.m. – 2:00 p.m. 2:30 p.m. – 4:00 p.m.  <b>Thursday's</b> 8:00 a.m. – 9:00 a.m. 10:00 a.m. – 11:00 a.m. <b>Break for Lunch</b> 12:30 p.m. – 2:00 p.m. 2:30 p.m. – 4:00 p.m.  <b>Saturday's</b> 9:00a.m – 11:00 a.m.	<b>Saturday's</b> 8:00 a.m. – 11:00 p.m. <b>Break for Lunch</b> 1:00 p.m. – 4:00 p.m.  <b>Sunday's</b> 8:00 a.m. – 11:00 p.m. <b>Break for Lunch</b> 1:00 p.m. – 4:00 p.m.	<b>Sunday's</b> 12:00 p.m. – 4:00 p.m.  <b>Wednesday's</b> 8:00 a.m. – 11:00 a.m. <b>Break for lunch</b> 12:00 p.m. – 4:00 p.m.  <b>Thursday's</b> 5:30 p.m. – 8:30 p.m.	<b>Sunday's</b> 8:00 a.m. – 11:00 a.m.  <b>Tuesday's</b> 5:00 p.m. – 9:00 p.m.  <b>ALPHA Inmates –Male</b>  <b>Monday's</b> 6:00 p.m. – 9:00 p.m.  <b>Wednesday's</b> 6:00 p.m. – 9:00 p.m.  <b>Friday's</b> 6:00 p.m. – 9:00 p.m.  <b>Saturday's</b> 12:00 p.m. - 4:00 p.m.	<b>Tuesday's</b> 9:00 a.m. – 10:00 a.m. 2:00 p.m. – 2:30 p.m.  <b>Thursday's</b> 9:00 a.m. – 10:00 a.m. 2:00 p.m. – 2:30 p.m.  <b>Saturday's</b> 8:00 a.m. – 9:00 a.m.