

Alameda County Sheriff's Office – Glenn E. Dyer Detention Facility INMATE MAIL "RETURN TO SENDER" NOTICE

Inmate's Name _____ PFN# _____ Date _____

Mail returned to _____ for one of the following reasons:

CONTRABAND: IS ANY ITEM OR ARTICLE NOT ISSUED BY THE FACILITY, PURCHASED AT COMMISSARY, PURCHASED THROUGH APPROVED CHANNELS OR APPROVED BY THE DIVISION COMMANDER OR HIS/HER DESIGNEE.

- Blank writing paper/stationery, envelopes, stamps, cards - pens, pencils, marking pens, crayons.
- Inmate to inmate correspondence
- Item over the maximum jail size (8½" x 14")
- Item is too difficult to inspect without tearing/damaging
- Material referring to drugs/manufacturing of weapons/violence
- Money orders are acceptable made out to *Alameda County Sheriff's Office* **only**, C/O inmate's name and PFN#. **No cash, personal, payroll, tax refund or social security checks.**
- Obscene/sexually explicit material
- Plastic or laminated items, stickers, string, tape, paste, or glued surfaces (home made cards)
- Polaroid pictures
- Questionable substances or stains
- Reading material (**not to exceed six items**), **must be mailed by an "on-line" bookstore or directly from the publisher** (Books, magazines, comics, word puzzles, newspapers, religious pamphlets). **No hard cover books.**
- Wire bound items, coins, metal, jewelry, and musical cards.
- OTHER _____

DISTRIBUTION: White: File Canary: Sender Pink: Inmate