

The U.S Postal Service handles all mail to the facility. All incoming and outgoing mail is subject to search and/or examination by corrections staff for any content that is contrary to legitimate penological interests. Mail is delivered Monday through Friday. There is no institutional mail service on weekends or holidays.

**The mailing address is:**

Saunders County Corrections  
ATTN: (inmate full name and number)  
387 N. Chestnut, Suite 4  
Wahoo, Nebraska 68066

Any U.S. Postal Service money orders\*, cash or government checks accepted through the mail will be credited to the inmates account or placed in their property at their request. Cash will be deposited in the kiosk and will be subject to the transaction fee. We will not accept mail with an illegible return address, an incomplete return address or no return address. All these items will be returned to the Post Office. We will not accept COD or “postage due” mail

*\*Please note the only money orders accepted are U.S. Postal money orders*

Magazines, newspapers, periodicals, books and letters may be restricted, confiscated and/or limited if the correspondence/material:

- a. Is a security concern;
- b. Is contrary to legitimate penological interests;
- c. Contains instructions for the manufacture of explosives, drugs or other unlawful substances or devices;
- d. Deals with escape, disappearing, etc.; advocates violence, in general, or within the facility;
- e. Advocates racial, religious or national hatred;
- f. Contains symbols, materials, or references that are identified as gang related;
- g. Contains encoded messages;
- h. Contains sexually explicit material or photographs;
- i. Contains stickers, postage stamps, or pre-paid stamped envelopes;
- j. Contains Polaroid pictures, pictures on unapproved substances; this includes newspaper clippings and coupons. Pictures must be on standard non-photo paper. If it appears the photo has been tampered with in any way it will not be allowed.
- k. Contains musical devices, metal objects, hard substances, food, or any other item which is not pictorial form;
- l. Contains anything that would have been destroyed to be properly screened;
- m. Contains oversized objects (i.e. larger than 8 ½ by 11 inches);
- n. Contains more than the allowable items approved in the cells (i.e. 4 photos, etc.);
- o. No greeting cards will be allowed or letters and/or pictures colored with crayons or markers will be allowed.
- p. Contains third party correspondence; or;
- q. Contains anything deemed unacceptable by corrections staff.

Any mail that is received that violates any part of the mail policy will result in the mail being returned in whole to the sender or placed in the inmates property without the inmate ever viewing it. Whether the item is returned or placed in the inmate's property is at the discretion of correction's staff. (Continued)

Pictures can be mailed. No Polaroid pictures; pictures on unapproved substances; this includes newspaper clippings and coupons. The pictures must be on standard non-photo paper. The inmates can only hold four photo's at a time. Photos cannot be sexually explicit, contain any nudity, or have symbols, materials, or references that are identified as gang related.

The inmates are able to receive books (no hardbound books), newspapers and magazines that have been mailed directly from the publisher or approved vendor. Upon release these items will be returned to sender. Inmates may not be in possession of more than two (2) magazines at any time.

Publications that contain nudity, lewd material and/or obscene material will not be allowed.

**Restricted Correspondence:** Correspondence with a person that served you with a protection order or no contact has been ordered by the court will be monitored and recorded. Any such correspondence will be turned over to the County Attorney's office or the Sheriff's office.

**Bringing items to the inmate:**

*No items can be brought to corrections for the inmate.* Legal documents or other documents that require the inmate's signature must be mailed to the inmate and returned by mail from the inmate.