

INMATE MAIL

All inmate mail must be addressed using the full name and arrest number (A no.) of the inmate.

The mailroom does not accept any type of mail that requires a signature. The sender must waive signature requirements.

Money orders must have the inmate's full name and arrest number (A no.) on it or it will be returned.

No personal checks or cash accepted. They will be returned to sender.

Returned Mail:

Incoming mail that will be returned to sender:

Mail that does not contain the inmates arrest number (A no.) **AND** full name.

Third party inmate to inmate letters. This pertains to inmates in custody within the Collier County Jail.

Outgoing mail that could be returned to sender:

Mail rejected by the intended recipient and gets returned to the Jail to the inmate by the recipient as "return to sender."

INMATE EMAIL

- Sign Up
 - Make Connections
 - Buy Message Credits
 - Start Sending Messages!
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- ✓ Only 50¢ for each message sent
 - ✓ **NEW!** Send photos to inmates
 - ✓ Only 2 credits per photo

INMATE PHONE

Set up a prepaid phone account with Global Tel Link (GTL), our jail phone vendor, by calling 1-866-230-7761.

For billing questions, call 1-877-650-4249.

INMATE VISITATION

All visitors must have a registered account and all visits are scheduled by appointment in 20 minute increments.

Inmates are permitted six onsite visits per week at no costs. Additional visits and all at home visits can be purchased for a minimal costs.

The Visitation Center for onsite visits is open every day between 12:00-4:00 pm. Visit from home every day between 8:00 am-10:00 pm.

INMATE MONEY DEPOSITS

Go to www.jailATM.com to deposit money to an inmates account.

- Credit or debit cards accepted
- Inmate's name, arrest number & location required
- Social security information is required for compliance with Federal regulations.
- For inquiries or information, click on the word CONTACT to submit an email.

Jail ATM Locations

Naples Jail Center Lobby

3347 Tamiami Trail East
Naples, FL 34112
Open 24 hours, seven days a week

Immokalee Jail Center Lobby

302 Stockade Road
Immokalee, FL 34142
Open 24 hours, seven days a week

Naples Visitation Center

3311 Tamiami Trail East
Naples, FL 34112
Open 12:00-4:00 p.m. every day

Lobby ATM Fees

Cash transactions—no dollar limit
\$3.25 fee for each transaction

Credit Card transactions—no dollar limit
10% fee for each transaction

Collier County Sheriff's Office
3319 E. Tamiami Trail
Naples, FL 34112-4901



Collier County Jail Center

Inmate Assistance

Send US Postal mail to an inmate

Inmate's Name, Inmate's A no.
Collier County Jail
3347 Tamiami Trail East
Naples, FL 34112

Find out how to email an inmate

www.SmartJailMail.com

Visit an inmate from your home

www.visitfromhome.net

Make a deposit to an inmates account

www.jailATM.com



DO NOT SEND... DO NOT SEND... DO NOT SEND...

- Cash
- Newspaper articles
- Arts/crafts
- Blank paper
- Blank/self addressed envelopes
- Blank postcards
- Writing instruments
- Stamps
- Phone cards
- Anything edible
- Matches
- Tobacco
- Maps
- Games
- Writing in watercolors/paint
- Construction paper
- Laminated items
- Cardboard
- Stickers /glued or taped items
- No staples or metal clasps.
- Plastic articles
- Hard cover books
- Any type of tattoo/gambling instructions or information.
- No stains, lipstick or perfume on the envelopes or the contents inside.
- No pages printed from the Internet to include Social Networking sites.
- No pictures containing gang signs, hand gestures, violence, full or partial nudity or sexual in nature.
- No bubble pack or padded envelopes.
- No musical cards, oversized cards, cards with anything pasted to it, cards with stickers, or multi-layered cards.
- Magazines can not contain nudity, violence, gang related, or illegal activity.
- Pictures must be no larger than 5x7.
- Letters are limited to 10 pages per envelope.

Any item that is deemed a safety or security risk to the facility will be returned to sender.

Note: The list of items in this brochure that are specified DO NOT SEND is not an all inclusive list of items. For questions on specific items please contact the Jail Mail Room by calling 239.252.9663 or 239.252.9666.

MAGAZINE, BOOKS & PICTURES

Inmates are permitted to have 10 pictures, 10 books and 6 magazines in their possession at all times.

Any BOOKS over the housing limit can be mailed out from the facility in a medium flat rate box of \$12.65, donated to the Inmate Library or disposed of.

Any MAGAZINES or PICTURES over the housing limit can be mailed home or disposed of.

Magazines and soft cover books can be received if they are sent directly from the publisher and are appropriate for the jail and inmate environment.

They must have the inmates name and arrest number (A no.) in the address.

If any material is deemed inappropriate the publication or pictures will be placed in the inmate's property until he/she is released from the jail.

GLASSES or CONTACT LENSES

Glasses or contact lenses MUST be mailed by the retailer; no other items are allowed in the package.

The Inmate Name and arrest number (A no.) MUST be included in the address.

Glasses or contact lenses can be mailed by Fed Ex, UPS or USPS to:

Inmate Name and A no.
Collier County Jail
3347 Tamiami Trail East
Naples, FL 34112-4901

The package **MUST** be marked on the outside with the wording "Glasses Enclosed" or "Contact Lenses Enclosed."

Contact lens solution can be purchased by the inmate from commissary.

INMATE LEGAL SERVICES

Notaries and copies are normally performed once a week. Inmates must submit an Inmate Request to receive assistance.

Notary Charge \$10.00 each

Copy Charges
single side .15, double side, .20

Inmates should refer to their attorneys for legal advise or research as the Jail does not offer legal advice or research to inmates.

If an inmate is pro se they can request to go to the law kiosk to conduct their own research. This can be requested by submitting an Inmate Request.