

St. Mary's County Detention and Rehabilitation Center  
St. Mary's County, Maryland

## Visitor's Guide

### **CELL PHONES ARE PROHIBITED IN THE VISITATION AREA**

**VISITOR ATTIRE:** ALL VISITORS MUST HAVE SHIRT AND SHOES. BIKINI HALTER TOPS AND SHORT SHORTS ARE NOT PERMITTED.

**IDENTIFICATION:** All visitors must have positive photographic identification:

A.	State of Maryland Driver's License
B.	State of Maryland Identification Card (Issued by the Maryland Vehicle Administrative (MVA))
C.	Other State Driver's License
D.	St. Mary's County Government Employee Identification
E.	State of Maryland Employee Identification
F.	United States Military Identification
G.	United States Military Dependent's Identification
H.	Identification cards issued by the St. Mary's County Sheriff's Office to include employees, volunteers, courts and contractual staff, etc.
I.	United States Passport/VISA

**INMATE ACCOUNTS:** Money orders are no longer accepted in the lobby drop box. Visitors may immediately deposit funds in an Inmate's Account utilizing:

- a. The Kiosk machine in the detention center lobby.
- b. Online at AccessCorrections.com.
  - i. Inmate ID required
- c. Call AccessCorrections at 866-345-1884.
  - ii. Inmate ID required
- d. Money Orders may be mailed to an inmate. Money orders are to be made payable to the St. Mary's County Detention and Rehabilitation Center (SMCDRC) in care of the Inmate's Name. Money orders must be mailed to St. Mary's County Detention and Rehabilitation Center, 41880 Baldrige Street, Leonardtown, MD 20650. The money orders are deposited into the inmate's account with a ten (10) day hold. Inmates are notified and sign for its receipt.  
**Any cash or checks received in the mail are returned to sender.**

**COMMISSARY:** Family and Friends may send care packages to inmates through the website marylandpackage.com or call 1-800-546-6283. There is a wide selection of drinks, snacks, etc.

**TELEPHONE:** Incoming inmate telephone calls are not permitted; however, an inmate telephone system is contracted with ICSolutions Advanced Technology. Contact Information: Customer Service: 1-888-506-8407; Pre-paid Services (888) 506-8407, [www.ICSolutions.com](http://www.ICSolutions.com) or email [customer@ICSolutions.com](mailto:customer@ICSolutions.com) .

**VISITING:** Family and Friends wishing to visit must go to the website below to create an account and schedule for visitation:

**[www.ICSolutions.com](http://www.ICSolutions.com)**

- **CELL PHONES ARE PROHIBITED IN THE VISITATION AREA!**
- All visits have to be scheduled at least 24 hours in advance and up to one week in advance. It is important to give a valid email address when scheduling visitation as this is how notifications are made of canceled visitations.
- A parent or guardian who must be at least 18 years of age or the legal spouse of an inmate must accompany minor children. Children under the age of 17 must be under constant supervision of the parent or guardian named on the visitation registration. Under no circumstances shall any individual be allowed to visit an inmate who is not designated on the visitation registration.
- All visits are 25 minutes long. Offsite Visits can be done by the Visitor at home using a computer or phone with a camera and a Windows or Android operating system. Currently, Visits cannot be done on an IPHONE.
- Three (3) On-site Visits per week. Unlimited Off-Site Visits per week.
- All visits are recorded and monitored. Any violations of the visitation rules may result in termination of your visit and / or suspension of your visitation privileges and the privileges of the inmate.
- Inmates and visitors must be on time for their visits. Inmates check the Kiosks daily to see if they have a visit scheduled. It is the inmate's responsibility to check to see if a visit is scheduled.
- Visitors log in to the Visitation Kiosk using the same visitor registration number established at registration.
- The Inmate Portal lists who is coming to see them and they can cancel the visit if they do not want to see the visitor. If family or friends have any issues scheduling or creating accounts, they can call IC Solutions Video Support @ 1 (888) 646-9437. Do not have the family call the detention center for issues with scheduling or registering.
- **INMATE PHOTOS:** Taking/Posting of photos of incarcerated inmates and offenders is forbidden.

**ELECTRONIC MAIL:** The St. Mary's County Detention and Rehabilitation Center has contracted with Smart Communications to provide MailGuard electronic mail services for the St. Mary's County Detention and Rehabilitation Center. MailGuard is a quick and efficient way for inmates to receive letters and photos electronically. The changes are being made to streamline the operations of the St. Mary's County Detention and Rehabilitation Center, improve communications, and ensure the safety and well-being of inmates and staff. All regular inmate postal mail (postcards, letters, greeting cards, etc.) will be scanned into the system and available to the inmates to view their postal mail via the tablets. Inmates will have two-way messaging capabilities (e-mail) and one-way photos may be received from friends and family. Visit [www.SmartJailMail.com](http://www.SmartJailMail.com) for more information.

**POSTAL SERVICE:** There is no limit on the volume of mail an inmate receives or the length, language, content or source of mail with the following exceptions: Mail is defined as any written communication or parcel from one person or entity to another. All correspondence must be written on plain white paper/stationery no larger than 8-1/2" X 11", and contain no more than Three (3) Photographs (up to 5" x 7"). **NO hardcore pornography, manuals for making weapons or explosives, glitter, or any other letters, books, magazines or periodicals that pose a threat to the order, welfare and/or security of the facility.**

**Effective July 1, 2019 - ALL letter mail addressed to or intended for inmates or detainees must be mailed to the following address:**

**KCSO-SCH  
INMATE NAME-BOOKING NUMBER (ID NUMBER)  
PO Box 2027  
Pinellas Park, FL 33780**

**\*\*The inmates' name and booking/ID number must be clearly printed on the outside of the envelope or post card to ensure the mail is posted to the current account.\*\***

All packages must be shipped to St. Mary's County Detention and Rehabilitation Center, 41880 Baldrige St. Leonardtown, MD 20650, via the United States Postal Service (USPS), the St. Mary's County Government Metro Mail, Federal Express (FEDEX), United Parcel Service (UPS) or any other regulated delivery service.

**TABLETS:** All regular inmate postal mail (postcards, letters, greeting cards, etc.) will be scanned into the Smart Jail system and available to the inmates to view their postal mail via tablets. Upon release, inmates can login into the public website at <https://www.smartjailmail.com/> and enter their inmate number and password to download their photos, messages, and postal mail for free.

**PUBLISHER ONLY RULE:** All books, periodicals or magazines must be sent to the inmates by the publisher. All books must be soft bound, any hardback books will be returned to sender. Books publications or magazines received from any other source are returned to sender.