



Pima County Sheriff's Department

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www.pimasheriff.org

Clarence W. Dupnik
Sheriff

Keeping the Peace and Serving the Community Since 1865

Reasons for Rejecting Mail / Returning to Sender

▶ **Incorrect Postage / Address**

Mail must be received in a sealed envelope or package with pre-stamped or metered postage. Mail packages may not contain self-stick (lick) type stamps or return address labels. Mail must be addressed as follows:

Inmate's Name
Pod Location and Booking Number
PO Box 951
Tucson, AZ 85702

▶ **Magazines, Papers, or Publications not Received Directly from the Publisher or Widely Acceptable Distributor**

▶ **Soft Cover Books not Received Directly from the Publisher or Widely Acceptable Distributor**

▶ **Hardback Books are Prohibited**

▶ **Contains Potentially Hazardous or Contaminated Item(s)**

These items include, but are not limited to:

- Blood
- Burn Marks
- Caustics / Combustibles
- Defensive Sprays
- Excessive Odor emitting from package
- Food Products
- Gel Ink of any kind
- Hair
- Lipstick
- Matches and/or Strikers
- Nail Polish
- Paint, Finger Paint, or Crayons
- Questionable Stains
- Taped or Glued items
- Tobacco / Drugs
- Weapons of any type
- Whiteout (excessive amounts)

▶ **Contains Excessive Photos or Over-Sized Photos**

- Maximum of 10 photos per package
- No Polaroids or negatives
- No photos larger than 5" x 7"
- No plastic photos or picture frames
- No pornographic photos or drawings
- No adhesive backing

▶ **Contains Contraband, Prohibited, or Unauthorized Item(s)**

These items include, but are not limited to:

- Address Labels
- Anything Illustrating Gang Activity
- Audio or Video Tapes
- Blank Paper or Cards
- Booklets
- Calendars
- Cards larger than 5" x 7"
- Cash
- Clippings from Books, Magazines, or Newspapers
- Cloth, Felt, or Leather
- Compact Disks
- Dried Plants or Flowers
- DVDs
- Envelopes
- Glitter or Confetti
- Hard or Plastic Bookmarkers
- Jewelry
- Maps
- Metal, Wood, Foil
- Money
- Musical Cards
- Paperclips or Staples
- Payroll
- Personal Checks
- Plastic or Laminated items
- Posters
- Stamped Envelopes
- Stamps
- Stickers
- String / Ribbon / Buttons

▶ **Any Item that Contains Prohibited Material**

These items include, but are not limited to:

- Depicts explicit sexual conduct or encourages sexual behavior that is criminal under Local, State, or Federal law and/or is in violation of the Pima County Jail's inmate behavioral rules
- Advocates Violence
- Contains escape or disturbance techniques
- Contains instructions for the manufacture of explosives, drugs, weapons, intoxicants, other dangerous substances, or items prohibited within the facility
- Contains material that has or may cause violence or other serious disruption to security at this facility or other institutions
- Contains material advocating racial, religious, or ethnic hatred in a way that creates a serious danger of violence within the inmate population.
- Any other item that may be deemed a security risk or threat to the safety and security of the jail facilities, staff, or inmates.

▶ **The Following Prohibited Items will be Removed from Publications and Placed in the Inmate's Property:**

Any publication containing items prohibited by the facility, e.g., CD, DVD, posters, product samples, maps, calendars, or other prohibited advertising material. The publication will be delivered to the inmate after the prohibited items have been removed. If a prohibited item is not removeable, the entire publication will be placed in the inmate's property.

▶ **Other Reasons as Determined by the Facility**

These reasons will be specified in the rejection notification.