



Midwest Regional Reception Center Leavenworth, Kansas

Detainee Mail Information

Envelopes with mail must include the Detainee's name and Alien number. Those without a Alien number will be returned to sender. There is no limit on the number of letters a detainee may receive. Detainees may receive a maximum of 10 photographs no larger than 5" x 7," but they must not show any nudity, penetration, crime, gang signs, drugs or drug usage. Polaroids are not acceptable. Stamps, blank paper, envelopes, blank cards, self-addressed envelopes, calling cards, credit cards, stickers of any kind, or any kind of greeting card are not accepted and should not be mailed in. Publications must be sent directly from a nationally recognized publisher or bookstore and must be accompanied by receipts. No used books or magazines are allowed. No more than three books and/or magazines may be received in any one shipment.

Procedures for Sending Money

Please refer to Money Transfer instructions available on the web site:

[Western Union Instructions](#)

Emergency Notifications

Emergencies should be reported via (913) 727-3246, the control room will transfer you to the appropriate party.

Visitation

The facility is a tobacco-product free facility, which applies to all staff, attorneys and visitors who come to the facility. The visitation schedule, which is subject to change, is based on the detainee's gender and housing level. To get the most up-to-date schedule or sign up, please call (913) 727-3246 Ext. 2.

Visitation is scheduled from 8am-8pm 7 days per week and each group receives a 2-hour time frame.

The visits are non-contact. You may bring clothing items for a detainees departure/release for storage. Electronics, cell phones, documents, etc. will not be approved for this storage. No items can be left for or given directly to detainees to include photos, documents, etc. Any items provided directly to a detainee will require approval from a Chief or higher.

To enter the facility, any visitor 18 and older needs valid picture identification, such as a driver's license or passport.

Children under 18 must not be left unattended either in the lobby or in vehicles on CoreCivic property. Unattended children will be reported to local law enforcement and the parent/guardian's visitation privileges terminated.

All visitors are subject to search and inspection of all personal items and must go through a metal Detector and clear it. Visitors must not have contraband, which includes weapons, drugs, tobacco, electronic devices to include cell phones, and handcuff keys. If a visitor has a medical condition that precludes clearing the metal detector, that visitor needs to have a medical card or some documentation of the condition. Visitors who have a medical condition that does not allow them to pass through the metal detector will be searched with the hand-held scanner and pat searched in that area.

Visits may be terminated by a shift supervisor or above if it is believed a visitor's behavior is detrimental to the safety and security of the facility. Those with infants can bring in one diaper, wipes, and a bottle of formula or milk.

What is the dress code for visitation?

Generally speaking, garments should be conservative and modest. The following are prohibited: shorts shorter than mid-thigh; see-through clothing or clothes with holes or cuts; orange clothing; spandex, tank tops, halter tops, tube tops, body suits, bare midriffs and swim suits; clothing depicting nudity, pornography, gang affiliation or discrimination; hats; and flip-flops. Women may wear dresses but they must fall below the knee when seated. Slits shall not extend higher than knee level when seated. Top of clothing shall be no lower than the underarm in front and back. Shirts and shoes must be worn at all times. A shift supervisor may determine that a visitor's attire is not appropriate to enter the institution.