



## T. Don Hutto Detention Center Taylor, Texas

### Detainee Mail Information

There will be no limitation as to the number of letters a Detainee may send or receive or on the length, language, content or source of the mail, except where there is clear and convincing evidence to justify the limitations for reasons of public safety or facility order and security. Detainees are permitted to receive books and appropriate clothes only with prior approval. The Detainee must be informed by the possible sender that they intend to send a package. Only when the Detainee has received approval will they then notify the sender that the package may be sent. Pornographic materials and/or materials containing nudity are not permitted to be sent or received by Detainees.

MAILING ADDRESS:

PO Box 1063  
Taylor Texas 76574

PHYSICAL ADDRESS:

1001 Welch Street  
Taylor Texas 76574

### Procedures for Sending Money

Cash, Checks, and Money Orders will NOT be accepted at this facility, TDHDC offers four (4) ways for family or friends to deposit money to your account:

**INTERNET:** Offers 24/7 access at [westernunion.com/corrections](http://westernunion.com/corrections). Credit or debit cards are accepted at the above Western Union website address.

**MAIL:** Money Orders and Cashier's Checks only can be mailed to the Off-Site Bank Lock Box. Clearly print the following address on the envelope prior to mailing:

CORECIVIC  
Detainee Last Name, First Name, & Detainee Commissary Number  
Facility-**HUTTO**  
P.O. Box 16545  
Atlanta, GA 30321-0545

**PHONE:** Offers 24/7 access by calling 1-800-634-3422. Credit or debit cards are accepted by phone.

**WALK-IN CASH PAYMENT:** By completing the blue Western Union "Quick Collect" form and taking it to any participating Western Union location. Processing and other fees may apply to all three ways listed above. Provide the following information to transfer money at any participating Agent location:

PAY TO NAME (or Code City): TRUSTCORECIVIC TN, SENDER'S ACCOUNT #: This is the Detainees Commissary # and Detainee's last name (example: 123456SMITH).

## Emergency Notifications

In case of emergency please contact the Chaplain's office at (512) 219-2440 between the hours of 8am and 5pm weekdays or call the main facility number (512) 218-2400 at any time.

## Visitation Frequently Asked Questions

**ATTENTION:** Effective as of March 13, 2020, U.S. Immigration and Customs Enforcement (ICE) has temporarily suspended social visitation at all its detention facilities until further notice in order to mitigate the potential transmission of the novel coronavirus (COVID-19).

Legal visitation will be continued with a maximum of two legal representatives at a time being allowed to visit.

### Who can visit?

Family, relatives, friends and associates are allowed to visit unless they would pose a threat to the security and good order of the institution.

### How do I get approved for visitation?

Staff shall verify each visitor's identity before admitting him/her to the facility. No adult visitor shall be admitted without positive identification. The Facility Administrator may establish a procedure for limited random criminal background and warrant checks, for the purpose of ensuring facility safety and security.

### How do minors get approved to visit?

Staff will contact the supervisor on duty when a visitor's identity is in question. At the supervisor's discretion, a minor without positive identification may be admitted if the accompanying adult visitor vouches for his/her identity. Minors will remain under the direct supervision of an adult visitor, so not to disturb other visitors. Disruptive conduct by minors, accompanying adults or Detainees may cause termination of the visit.

### How long does the application process take?

Staff shall escort visitors to the visiting room only after completing identification and inspection which generally takes 10 to 15 minutes.

### How will I know if I've been approved?

If the identification and inspection process is completed successfully by the visitation staff member you will be notified and escorted to the visiting room.

### What are the days and times of visitation?

Regular visiting Hours are normally 8:00 am to 4:00 pm Monday through Thursday. Friday from 8:00 am to 4:00 pm and 6:00 pm to 8:00 pm. Saturday and Sunday from 8:00 am to 4:00 pm and 6:00 pm to 8:00 pm.

Legal Visitation is Monday through Friday 8:00 am to 4:00 pm. Weekends and Holidays are 8:00 am to 12:00 pm.

The Facility Administrator may temporarily restrict visiting when necessary to ensure the security and good order of the facility.

## **How long can I visit?**

There is no time restriction on visits other than the normal visitation hours. In unforeseen circumstances, such as the number of visitors exceeding visiting room capacity, the Facility Administrator may modify visiting periods. The facility may authorize special visits for family visitors unable to visit during regular hours.

## **Where do I park when I arrive at the facility?**

Visitors to the facility may park in any unoccupied parking space in the public access parking lot located in front of the facility unless the space is specifically labeled or reserved.

## **Will I be searched?**

All visitors are subject to a personal search. Visitors must pass through a metal detector upon entry. Any other items must pass through an x-ray machine for inspection. The search may also include a pat-down search as well as a visual inspection of purses, briefcases, containers and other items if necessary. No one refusing to be searched shall be permitted to visit. Any visit appearing to pose a threat to facility security shall be refused or terminated.

## **What is the dress code for visitation?**

### Female Visitors Age 12 and Older

- Women and post adolescent girls may wear dresses, skirts (no shorter than 3" above the middle of the knee while standing). Capri pants (styles of pants that are at least 3" below the middle of the knee while standing) or long pants. If a dress, pants or skirt appears to be too short, the Shift Supervisor or above will be contacted for a decision.
- Sheer (see-through) clothing is prohibited.
- The top of clothing shall be no lower than the underarm in the front and back. Bare midriffs and strapless tops, tube tops, and swimsuits are prohibited.
- Shoes shall be worn at all times.
- Gang "colors" and other gang displays are prohibited.

### Male Visitors Age 12 and Older

- Men and post adolescent boys must wear long pants.
- Shirts shall be worn at all times. Muscle shirts, bare midriff shirts and sleeveless shirts are prohibited.
- Shoes shall be worn at all times.
- Gang "colors" and other gang displays are prohibited.

### Shorts

- Shorts are not allowed, except for pre-adolescent boys and girls. Generally, pre-adolescent means eleven years old or younger. However, the facility Administrator or designee has the final discretion based on the physical maturity of the child.

## **What type of identification do I need to be allowed into the facility?**

Prior to visitation all visitors will be required to supply the following information:

- Name
- Date of Birth
- Social Security Number
- Government Issued Photo Identification or Driver's License

- Current Physical Address
- Relationship to Detainee
- Immigration Status

### **What items am I allowed to bring to visitation?**

Visitors may bring their Identification, vehicle keys and/or remote, handkerchief or facial tissue if needed, eyeglasses, and a maximum of twenty dollars (\$20.00) in quarters for vending machines. Please leave any unnecessary items in your vehicle. All items entering the facility are subject to search and inspection.