

PRIVILEGED CORRESPONDENCE

- 1.) All inmates are permitted to have unlimited postage paid correspondence with their attorney and the courts.

- 2.) Privileged Correspondence may be opened only to inspect for contraband, and only in the presence of the inmate.
 - a.) Staff may not read privileged correspondence at any time.

 - b.) Contraband items located within privileged correspondence will result in the immediate removal of the item and, dependent on the nature of the offense, could result in the temporary hold or placement of the legal material into evidence. **Note:** The placement of legal material into evidence will be for the sole purpose of preserving the evidence of contraband.

- 3.) Deputies will forward all outgoing indigent inmate legal mail to Accounting.
 - a.) Accounting staff will verify the indigent status, band all legal mail together and place it in the outgoing mail bin.

 - b.) Accounting staff will place the proper amount of postage on all legal mail, placing no limit on the number of envelopes being mailed.