



MEDIA RELEASE

SANTA CRUZ COUNTY
Sheriff-Coroner

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Jim Hart
Sheriff-Coroner

Media Release: November 2, 2021 New procedure for incoming Corrections mail

To maintain safety and security of incarcerated persons and staff, the Sheriff's Office is implementing a new procedure for incoming routine personal mail. Effective immediately, all personal mail must be sent to the following address:

Smart Communications-Santa Cruz County Jail
Attention To: (INMATE NAME-ID NUMBER)
P.O. Box 9143
Seminole, FL 33775-9143

"This is another step we are taking to reduce contraband from coming into our facilities and putting incarcerated persons and staff at risk," said Sheriff Jim Hart.

Once the mail is received at the facility, it will be scanned and available for viewing by the recipient on the tablets or kiosks in their housing unit. The Inmate Name and ID Number must be clearly PRINTED on the outside of the envelope or postcard, to ensure the mail is posted to the correct account. Mail not containing the inmate ID Number and the Name will be "Returned to Sender"

Please be advised that when you mail an item, the original document will be destroyed. Please do not mail **originals** of important documents like marriage certificates, birth certificates, social security cards or pictures. You may still send these but should only mail copies of these documents or pictures that you do not need returned. These will be scanned into the electronic system and destroyed after 30 days.

Legal mail, money orders or checks will still be accepted. The system is up and running, and as of December 1, 2021, we will no longer be accepting routine personal mail.

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