

TO: ALL CUSTODIES; FAMILY & FRIENDS

FROM: WILL COUNTY ADULT DETENTION CENTER

SUBJECT: CHANGE IN INMATE POSTAL MAIL DELIVERY

The WILL COUNTY ADULT DETENTION CENTER has contracted with Smart Communications to provide **MailGuard** electronic mail services.

The changes, along with providing access to tablets, are being made to streamline the operations of the Sheriff's Office, improve communications, and ensure the safety and well-being of inmates and staff.

MailGuard is a quick and efficient way for inmates to receive letters and photos electronically.

## Effective November 1, 2022, inmate postal mail must be sent to the following address:

Smart Communications / Will Co. Adult Det. Ct. Adam Smith #123456 (example inmate) PO Box 9172 Seminole, FL 33775-9172

## Any personal mail received at the facility after November 11, 2022, will be returned to sender.

The inmates' name and booking/ID number must be clearly printed on the outside of the envelope or post card to ensure the mail is posted to the current account.

All regular inmate postal mail (postcards, letters, greeting cards, etc.) will be scanned into the system and available to the inmates to view their postal mail via the kiosks.

Friends and Family members are encouraged to subscribe to MailGuard Tracker. Sign up for a free account and view delivery status, receive notifications if your mail is rejected, and download copies of mail that has been received and processed.

Upon release, inmates can login into the public website at <u>https://www.smartinmate.com/</u> and enter their inmate number and password to download their photos, messages, and postal mail for FREE!

## Former Inmate Access

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Legal mail, court documents, bank statements, and publications will continue to be sent to the facility directly at (95 S. Chicago St. Joliet, IL 60436).