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Mailing this to someone inside? Print one side only, black ink, plain white paper. No staples or clips. Put their full name and number on the envelope. Some facilities limit pages per envelope: check their mail rules first.

FEDERAL PRISON GUIDE

VISIT PACKET: FCI ENGLEWOOD

Federal Correctional Institution · Littleton, CO · Phone 303-763-4300

VISIT CARD · CUT OUT AND KEEP IN THE CAR

WHEN
Saturday, Sunday and federal holidays.
No social visiting Monday through Friday, except on federal holidays.[1]

HOURS
7:30 a.m. to 2:30 p.m.
Processing closes from 9:30 to 11:00 a.m.[1]

VISITS
40 points a month
Each person gets 40 points a month (FCI and camp).[1]

WHO CAN COME
3 adult visitors
Only 3 adult visitors per visit (2 in the SHU).[1]

BRING
Form BP-A0224, Notification to Visitor
Everyone must have valid government photo ID.[1]

CALL FIRST
303-763-4300
Call before you drive, every time.

THE BOP'S OWN PAPERS DISAGREE. Englewood's visiting paper contradicts itself. The main rules (May 24, 2021) and the handbook (January 2024) say **7:30 a.m. to 2:30 p.m.** Its Attachment A, the guidelines that go to visitors (dated January 21, 2021), says the FCI and camp are open **8:30 a.m. to 9:45 a.m. and 11:30 a.m. to 3:30 p.m.**, the FDC **8:30 a.m. to 3:30 p.m.**, with processing closed 9:30 to 11:00 a.m. The page uses the newer rules. **Call 303-763-4300 before you drive.**[1]

BEFORE YOU GO: GET ON THE LIST

1. Your loved one gives their **correctional counselor** the names of the people they want. The counselor needs complete information, including address and phone, plus Social Security numbers and birth dates for identification.
2. They can ask for visitors in the first 60 days. After that, changes are allowed **once a quarter**: January, April, July and October.
3. Everyone gets an NCIC (criminal record) check. A visitor with a warrant is denied until the warrant is cleared.
4. The list holds immediate family and relatives, plus up to **10 friends**. Immediate family means mother, father, stepparents, foster parents, siblings, spouse and children. They must have known everyone **before prison**, unless the Warden makes an exception.
5. The counselor tells them who was approved. **They** tell you and give you the visiting guidelines. Do not drive until you are approved.
6. A visitor can be on only one inmate's list unless the Associate Warden approves (only for immediate family, such as a mother with two sons inside).
7. FDC inmates (people awaiting trial) can list only immediate family. Holdovers: immediate family only.[1]

AT THE DOOR

SCREENING	You must pass the **walk-through metal detector**. Anything staff cannot search, such as some purses, is not allowed in. Small lockers in the front lobby hold your things (the prison is not responsible for anything lost or stolen). All bags must be clear.[1]
WHAT YOU CAN CARRY	One clear plastic bag, about 8 inches, with **no more than $25 in change or small bills** and a vehicle key. Nothing else on the key ring.[1]
FOR A BABY	2 containers of commercially packed baby food (unopened), 2 clear plastic baby bottles (empty) and 1 unopened baby formula. No glass. Up to 3 diapers and 1 unopened package of wipes. One change of clothes and a blanket for newborns. One clear bag no bigger than 12 by 16 inches. Breastfeeding is done in the curtained area in the lobby, not in the visiting room.[1]
TOUCHING	Handshakes, a short embrace and a brief closed-mouth kiss at the start and at the end. Open-mouth kissing ends the visit.[1]
SHU VISITS	Limited to 1 hour a day with at most 2 visitors, and not more than 2 hours in all.[1]
PETS	Not allowed on the grounds.[1]

ALL VISITING DAYS AND HOURS

WHERE	DAYS	HOURS
FCI and FDC (general population and SHU)	Saturday, Sunday and federal holidays. No social visiting Monday through Friday except federal holidays. Visitor processing is closed from 9:30 a.m. to 11:00 a.m. for count.	7:30 a.m. to 2:30 p.m.
Federal prison camp (FPC)	Saturday, Sunday and federal holidays. Closed for count and lunch. Visitors leave the grounds and come back after 11:30 a.m.	7:30 a.m. to 9:45 a.m. and 11:30 a.m. to 2:30 p.m.

Processing closes from 9:30 to 11:00 a.m. for the count. That includes visitors leaving the institution. Visits end at 2:30 p.m.[1]

No social visiting Monday through Friday, except on federal holidays.

GETTING THERE

To FCI Englewood, 9595 West Quincy Avenue, Littleton, CO	The visiting guidelines say: from the interstate (the scan reads "1470/170"), exit south off Hampden onto Wadsworth Avenue or Kipling Avenue. At Wadsworth and Quincy turn west (toward the mountains) and drive about 1 1/2 miles. The institution is on the north side of Quincy. At Kipling and Quincy the institution can be seen just to the east. Phone (303) 763-4300.
Public transportation and taxis	RTD bus and rail: (303) 299-6000. Denver Yellow Cab: (303) 777-7777. Metro Taxi Denver: (303) 333-3333. Denver International Airport: (303) 342-2000.

WHAT TO WEAR TO A VISIT

The BOP beats to its own drum. The front desk has the final say. Keep a spare outfit in the car.

FCI ENGLEWOOD

Rules dated **May 24, 2021** (5 years old)

Official rules (PDF) (bop.gov/locations/institutions/eng/eng_visit.pdf) No Spanish version posted

5 years old. Ask your loved one to check the copy posted in the unit before you drive.

These rules contradict themselves. When two rules disagree, dress by the stricter one.

Skirts and dresses	Dresses (and slits) must reach back of knee: 0 inches above.
Shorts	Shorts no higher than three inches above the knee.
Colors to avoid	No solid khaki clothing. No solid green clothing. No orange clothing. No grey clothing or grey sweat suits. No solid white or brown; nothing resembling staff or inmate uniforms.
Leggings, spandex	No spandex, tights, yoga pants, or leggings. No skin-tight or figure hugging clothing.
Bras and metal	Not in the written rules. Some prisons ban underwire bras anyway, and the penalty can be more than being sent home. Wear a sports bra or a bra with no wire.
Camouflage, military	No camouflage clothing of any color. No military/tactical BDU style clothing.
Shoes	Shoes required, closed toe with a backing; heels max two inches. No flip flops, sandals, or Croc style footwear.
Children	No exceptions: children follow the same restrictions, including footwear.

ALL 32 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Dresses (and slits) must reach back of knee: 0 inches above.
  BOP wording: "the length of the dress will not be shorter than the natural break of the wearer's leg, at the back of the knee."
- Shorts no higher than three inches above the knee.
  BOP wording: "Shorts must be no higher than three inches above the"
- No tank tops or cap sleeves.
  BOP wording: "see-through/mesh clothing, tube tops, tank tops,"
- No low-cut or V-neck tops; necklines within two inches of neck base.
  BOP wording: "Necklines must be within two inches of the notch/base of the neck."
- No crop tops.
  BOP wording: "tops, halter tops, crop tops, cap sleeves, backless"
- No tube tops, halter tops, or backless clothing.
  BOP wording: "tops, halter tops, crop tops, cap sleeves, backless"
- No see-through or mesh clothing.
  BOP wording: "includes; see-through/mesh clothing, tube tops, tank"
- No skin-tight or figure hugging clothing.

BOP wording: "revealing nature (e.g., skin-tight, figure hugging clothing, etc.)."

- No spandex, tights, yoga pants, or leggings.
  BOP wording: "suits, break away pants, spandex, tights yoga pants, leggings,"
- No swim suits.
  BOP wording: "clothing, and/or swim suits."
- No pajamas.
  BOP wording: "leggings, pajamas or any apparel of a suggestive or"
- No sweat suits or break away pants.
  BOP wording: "No sweat suits, break away pants, spandex, tights yoga pants,"

COLORS AND UNIFORMS

- No solid khaki clothing.
  BOP wording: "solid khaki, green, white, orange , grey, or brown colored clothing."
- No solid green clothing.
  BOP wording: "solid khaki, green, white, orange , grey, or brown colored clothing."
- No orange clothing.
  BOP wording: "solid khaki, green, white, orange , grey, or brown colored clothing."
- No grey clothing or grey sweat suits.
  BOP wording: "solid khaki, green, white, orange , grey, or brown colored clothing. No grey sweat"
- No solid white or brown; nothing resembling staff or inmate uniforms.
  BOP wording: "that resembles staff or inmate uniforms."
- No camouflage clothing of any color.
  BOP wording: "Visitors are prohibited from wearing camouflage clothing (of any color),"
- No military/tactical BDU style clothing.
  BOP wording: "suits, military/tactical BDU style or any clothing"

BRAS, UNDERWEAR AND METAL

- Appropriate undergarments required and must not be visible.
  BOP wording: "Appropriate undergarments are required and should not be visible."
- No watches or sports bands; jewelry kept to a minimum.
  BOP wording: "Jewelry must be kept to a minimum."

SHOES

- Shoes required, closed toe with a backing; heels max two inches.
  BOP wording: "Shoes must be closed toe and have a backing."
- No flip flops, sandals, or Croc style footwear.
  BOP wording: "No flip flops, sandals or "Croc" style footwear of any kind will be allowed."

HATS, HOODS AND COATS

- No hoodies (Attachment A).
  BOP wording: "ba c k_ess c l othing, hoodies, spo rts"
- No inclement weather attire in the visiting area.
  BOP wording: "Inclement weather attire will not be permitted within the visiting area."

CHILDREN

- No exceptions: children follow the same restrictions, including footwear.
  BOP wording: "Children are expected to be dressed with the same restrictions as adults."

EVERYTHING ELSE

- No shirts with objectionable, gang, profane, obscene, or drug/alcohol images.
  BOP wording: "which depicts the following: controversial and/or objectionable, gang related, profanity, obscene and/or inappropriate, drug and/or alcohol related."
- No sports jerseys.
  BOP wording: "Sports Jersey's will not be permitted."
- No clothing with jewels or beading that trips metal detector.
  BOP wording: "Clothing with excessive detail (jewels, beading, etc ...) that interferes with the metal detector will not be permitted."
- No sundresses.
  BOP wording: "Sundresses are not permitted."

IF THEY SAY NO

- Visits may be denied for noncompliance or provocative attire.
  BOP wording: "Visits may be denied by the Duty Officer or Operations Lieutenant for noncompliance."
- Questionable attire referred to Operations Lieutenant.
  BOP wording: "Any attire in question will be referred to the Operations Lieutenant for"

MAIL AND THE MAILING ADDRESS

Your full name
Your street address
City, State ZIP

STAMP

Their committed name, exactly as the BOP Inmate Locator shows it

Reg. No. _____-___
FCI Englewood
9595 West Quincy Avenue
Littleton, CO 80123

The envelope, filled in. Their name and number must match the BOP Inmate Locator exactly.[2]

Ask your loved one for their register number and housing unit. The handbook does not give a mailing address in the text we read; the BOP's address above is from its facility feed.[2]

> **USE EXACTLY THIS ADDRESS.** Englewood has no P.O. Box for inmate mail.

THE MAIL RULES

PACKAGES	Release clothing may be mailed in, with the Unit Manager's written approval, within 30 days of the release date. Religious materials need the Chaplain's approval and education materials the Supervisor of Education's.[2]
LEGAL MAIL	Opened only in front of them and checked for contraband.[2]
POSTAGE	Stamps are bought at the commissary. The most they can buy a week is the value of one book of 20 first-class stamps.[2]
MONEY	Never put money in a letter. It goes to the BOP lockbox in Des Moines, Iowa (see the Money tab).[2]

Sources

1. ENG 5267.09c(1), Visiting Regulations (May 24, 2021) bop.gov/locations/institutions/eng/eng_visit.pdf
2. FCI Englewood Admission and Orientation Handbook (January 2024) bop.gov/locations/institutions/eng/eng_ao-handbook.pdf