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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 HERLONG

Federal Correctional Institution · Herlong, CA · Phone 530-827-8000

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
FCI and camp	Sunday, Monday and all federal holidays	8:30 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	Mondays only. Non-contact video visits, usually two hours each.	8:30 a.m. to 3:00 p.m.
Holdover (passing through)	The first and third Friday of each month. Up to four hours.	8:30 a.m. to 2:00 p.m.

Social visits are not processed before 8:30 a.m. or after 2:00 p.m. No one is allowed on the grounds before 8:00 a.m. On Sundays and holidays, **no visitors are processed from 9:15 a.m.** until the 10:00 a.m. count clears. Visitors may not wait in the parking lot. If you leave, the visit is over for that day.

The rules give no regular visiting days except Sunday, Monday and federal holidays (SHU Mondays, holdover first and third Fridays). Any change is posted on the Herlong page on bop.gov, and the rules ask families to call first. [1]

The BOP's own papers disagree. Herlong's handbook is a 2012 information sheet (**September 20, 2012**). It says visiting is **Saturday and Sunday** and federal holidays, 8:00 a.m. to 3:00 p.m., with **Friday** for the SHU only. The newer visiting rules (**May 15, 2026**) say **Sunday and Monday** and holidays, 8:30 a.m. to 3:00 p.m., with SHU on Monday. Go by the newer rules and **call 530-827-8000 before you drive**.

THE RULES AT THE DOOR: ID, POINTS, WHAT YOU CAN BRING

HOW MANY PEOPLE	No more than **5 adults** at one time. Children under 16 are limited to immediate family. Children under 18 must come with an adult. If more than 5 arrive together, staff may arrange a split visit. Anyone who leaves cannot come back. [1]
ID	Everyone **over 16** needs a current photo ID: driver's license, state ID, military ID or passport. A foreign government photo ID is valid. Credit cards, bank cards, school IDs and birth certificates do not count. An expired ID does not count. Each visitor 16 or older fills out a Notification to Visitor form at the front lobby. [1]

SCREENING	Visitors can be searched and pat searched, and are tested with the drug detection (ION) device. A positive test means denial, and **no entry for at least 48 hours**. [1]
MONEY FOR VENDING MACHINES	Coins or bills up to **$25 per inmate visit**, and only $5 and $1 bills. Inmates may not handle the money. [1]
WHAT YOU CAN CARRY	One small clear plastic container or clear sandwich bag, no more than eight inches high and wide. Inside: money, new unopened hygiene items and life-maintenance medicine (such as for the heart or breathing). Staff hold medicine at the officer's station. Everything else stays in your car. At the FCI, keep vehicle keys in the lockers provided. [1]
FOR A BABY	Premixed formula, other liquids and baby food only in sealed factory containers. Two nursing bottles (3/4 full), six diapers, wet wipes in a sealed clear container or clear bag, one change of clothes and two baby blankets no larger than 2' x 3'. No powders, creams, ointments, bowls, cups, carriers or strollers. [1]
WHAT NOT TO WEAR	No sweat suits, pajamas, spandex, skinny jeans or tight, see-through or ripped clothes. No shorts (children under 8 excepted). Skirts and dresses must be longer than the natural break at the back of the knee, slits included. Shirts need a sleeve to the mid-bicep: no low-cut, tube, tank, sleeveless, spaghetti-strap or backless tops, no bare midriffs. No open-toed shoes, flip-flops, sandals, slippers or heels higher than 1 inch. No hats except religious headgear. No gang attire or clothes like inmate or staff uniforms. [1]
NOT ALLOWED IN	Visitors may not bring anything to give to an inmate unless the Warden allows it. Inmates may not take or hand over any item. [1]
TOUCHING	An embrace and a kiss in good taste at the beginning and end of the visit only. They may not hold hands or put an arm around you or your chair. You sit across from each other. [1]
WHEN IT GETS CROWDED	The visiting room holds **255**. Staff end visits by asking for volunteers, then visitors who live close by, then those who visit most often. Visits then last two hours at most. [1]

HOW TO GET ON THE VISITING LIST

1. Your loved one mails you the **Visitor Information form**. (The OCR of the rules shows the form number as "BP-329"; the BOP's national form is BP-A0629, not confirmed in Herlong's papers.)
2. Fill it out and return it to their unit team. Staff run a background check (NCIC). A problem goes to the Warden, who decides.
3. The counselor tells your loved one approved, denied or changed. **They** tell you. Staff never give visitor information by phone. Do not drive until you are approved.
4. The list holds **20 visitors** in all, family and friends together. You must have known them before prison, unless the Associate Warden (FCI) or the Camp Unit Manager (camp) approves an exception.
5. List changes are allowed case by case with unit staff approval.
6. Holdover inmates may be visited by immediate family only, checked against their presentence report.

Fill out the visiting form for Herlong

[1]

DRIVING DIRECTIONS (FROM THE BOP)

ADDRESS	FCI Herlong, 741-925 Herlong Access Road A-25, Herlong, California 96113. Telephone 530-827-8000.
FROM RENO, NEVADA	Take Highway 395 north about 50 miles to the Herlong exit, Access Road A-26 (the visiting rules say County Road A-26). Go about seven miles on A-26 to the prison.
FROM SUSANVILLE, CALIFORNIA	Take Highway 395 south about 35 miles to Herlong Access Road A-25. Go about seven miles on A-25 to the prison. (The 2012 handbook says 35 miles from Susanville; the 2026 rules say about 42 miles.)
AT THE PRISON	Continue about a quarter mile down the property road. At the end, the FCI is on the left and the camp on the right. The parking lot has two sections. FCI visitor parking is in the south part.
PUBLIC TRANSPORTATION	The 2012 handbook says there is no public transportation from Reno or Susanville.

Street address for your GPS: 741-925 Access Road A-25, Herlong, Ca 96113. [2]

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 HERLONG

Rules dated **May 15, 2026** (this year)

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

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

Skirts and dresses	Skirts/dresses must be longer than back of knee: 0 inches above.
Shorts	No shorts, except children under 8.
Colors to avoid	No clothing similar in color or style to inmate or staff uniforms.
Leggings, spandex	No spandex pants, body suits, skinny jeans, or leggings. No form-fitting or tight pants or skirts.
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	Not in the written rules. Many prisons ban both; leave them home.
Shoes	No open-toed shoes or heels higher than 1 inch. No flip flops, sandals, or slippers.
Children	Children under 8 may wear shorts.

ALL 25 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Skirts/dresses must be longer than back of knee: 0 inches above.
  BOP wording: "length MUST BE LONGER than the natural break of the leg at the back of the knee."
- No shorts, except children under 8.
  BOP wording: "Visitors are prohibited from wearing shorts (except children under 8)."
- Sleeves must reach mid-bicep; no sleeveless shirts or tank tops.
  BOP wording: "Shirts will have a sleeve that reaches the mid-bicep area,"
- No low cut clothing.
  BOP wording: "no low cut or see-through clothing"
- No bare midriffs.
  BOP wording: "no backless clothing, no bare midriffs, no swimsuits."
- No tube tops, spaghetti straps, or backless clothing.
  BOP wording: "no tube or tank tops, no sleeveless shirts or spaghetti straps, no backless clothing,"
- No see-through clothing; skin or undergarments must not show.
  BOP wording: "(if skin or under garments can be seen through the garment, it is defined as "see-through")"
- No form-fitting or tight pants or skirts.
  BOP wording: "or any other type of foDn fitting pants or skirts that could be considered suggestive or"
- No spandex pants, body suits, skinny jeans, or leggings.

BOP wording: "pajamas, spandex pants, body suits, skinny jeans; leggings,"

- No ripped or designed tears/holes.
  BOP wording: "revealing in nature (e.g., tight clothing, ripped or designed tears/holes, etc.)."
- No swimsuits.
  BOP wording: "no backless clothing, no bare midriffs, no swimsuits."
- No pajamas.
  BOP wording: "No sweat suits (pants, shirts/hoodies), pajamas, spandex"
- No sweat suits, including sweat pants, shirts, or hoodies.
  BOP wording: "No sweat suits (pants, shirts/hoodies), pajamas, spandex"

COLORS AND UNIFORMS

- No clothing similar in color or style to inmate or staff uniforms.
  BOP wording: "Wearing clothing, which is similar in color or style to the inmate issued or staff uniforms is prohibited."

SHOES

- No open-toed shoes or heels higher than 1 inch.
  BOP wording: "Open-toed shoes, flip flops, sandals, slippers or footwear with a heel higher than 1" will not be allowed."
- No flip flops, sandals, or slippers.
  BOP wording: "Open-toed shoes, flip flops, sandals, slippers or footwear"

HATS, HOODS AND COATS

- No hats.
  BOP wording: "hats may not be worn into visits."
- Religious headgear is allowed.
  BOP wording: "HEADGEAR - Except for religious headgear,"
- No hoodies (as part of sweat suits).
  BOP wording: "No sweat suits (pants, shirts/hoodies), pajamas, spandex"

CHILDREN

- Children under 8 may wear shorts.
  BOP wording: "shorts (except children under 8)."

EVERYTHING ELSE

- No risky insignias/writing; no gang-related attire.
  BOP wording: "No gang-related attire or fashions will be allowed."
- Thigh/knee-high boots only under pants; never with skirts or dresses.
  BOP wording: "Thigh-high and knee- high boots will not be permitted unless worn under the pant leg"

IF THEY SAY NO

- Provocative attire is reason to deny visiting.
  BOP wording: "Provocative attire is reason to deny and/or preclude visiting."
- Noncompliant visitors may change into appropriate attire before denial.
  BOP wording: "adhere to the visitor dress code will be given the opportunity to change into appropriate attire prior to being denied a visit."

- IDO/Operations Lieutenant may deny visits after review.
  BOP wording: "Visits may be denied by the IDO and/or Operations Lieutenant for non-compliance after review of the issue in question."

MAIL AND THE MAILING ADDRESS

Use their committed name exactly as the BOP Inmate Locator shows it. The name and number below are examples (JOHN ANTHONY SMITH-JONES, 12345-678).

JOHN ANTHONY SMITH-JONES
Reg. No. 12345-678
FCI Herlong
P.O. Box 800
Herlong, Ca 96113

The BOP facility feed gives the inmate mailing address as **P.O. Box 800, Herlong, CA 96113**, for both the FCI and the camp. Put their name and register number. Herlong's BOP handbook is a short 2012 sheet and has no mail rules, so we have none to list. [2]

The **camp uses the same P.O. Box**.

Use the P.O. Box only. Never mail to the street address (741-925 Access Road A-25, Herlong, Ca 96113).

Books and magazines: at a medium security prison, books and magazines must come straight from a publisher, book club or bookstore (Amazon, for example), never from home.

Sources

1. Herlong Institution Supplement 5267.09E, Visiting Regulations (May 15, 2026) bop.gov/locations/institutions/her/her_visit.pdf
2. FCI/FPC Herlong Admission and Orientation information sheet (number 5290.14 E, September 20, 2012) bop.gov/locations/institutions/her/her_ao-handbook.pdf