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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 OXFORD

Federal Correctional Institution · Oxford, WI · Phone 608-584-5511

VISIT CARD · CUT OUT AND KEEP IN THE CAR

WHEN
Saturday, Sunday and federal holidays
No weekday visiting is listed.[1]

HOURS
8:15 a.m. to 3:00 p.m.
Visitors are not processed into the visiting room from 9:15 a.m.[1]

WHO CAN COME
6 visitors, children included
Normally no more than 6 visitors, children included, at one time.[1]

BRING
Photo ID
Everyone except children under 16 needs a valid state or federal photo ID, such as a driver's license or pass...[1]

CALL FIRST
608-584-5511
Call before you drive, every time.

THE BOP'S OWN PAPERS DISAGREE. The visiting rules are newer: **October 2, 2025**. They give **Saturday, Sunday and federal holidays, 8:15 a.m. to 3:00 p.m.**, no processing from 9:15 a.m. to 11:00 a.m. The handbook (**January 2022**) says **Friday, Saturday, Sunday and holidays, 8:00 a.m. to 3:00 p.m.**, no processing from 9:00 a.m. to 10:30 a.m. The sheet for visitors in the 2025 rules also says all visits are non-contact, but the main rules allow a hug and kiss at the start and end. **Call 608-584-5511 before you drive.**[1]

BEFORE YOU GO: GET ON THE LIST

1. Your loved one gives their **counselor** a "Request for Visitation" form with their name, number and your name and full address. One form per visitor.
2. You fill out the form, sign it and **mail it directly to the staff member named on it**.
3. Staff check you (NCIC and the pre-sentence report) and tell your loved one yes or no. **They** tell you. Do not drive until you are approved.
4. New arrivals can list **immediate family only** on an A&O visiting request form during their first three weeks.
5. You can also write the prison at least **two weeks before** to ask for a one-time visit if you are not on the list. If approved, an authorization is sent to show on arrival.[1]

AT THE DOOR

WHO CAN BE ON THE LIST	Up to **15 immediate family and other relatives** and up to **10 friends and associates**. Immediate family is mother, father, stepparents, foster parents, brothers, sisters, spouse and children. Friends must have known them before prison, unless the warden makes an exception.[1]
SCREENING	Everyone must clear the **metal detector**. If you fail it, you will ordinarily be denied entry. Visitors can also be screened with the ION device for drugs and are subject to random pat and vehicle searches.[1]
WHAT YOU CAN CARRY	Only: jewelry normally worn, 2 baby bottles (dry formula in a clear container, no liquids), baby food in sealed clear plastic containers, diapers and wipes, 2 sets of children's clothes or a blanket no larger than 40 by 40 inches, sweaters (must stay on), heart medicine or inhalers, and feminine hygiene products. All in a clear plastic container or bag no bigger than 10 by 6 inches. **No food, money, watches, phones or pagers.** There is no storage, so leave everything else in your car.[1]
WHAT NOT TO WEAR	No sleeveless shirts, halter, tank or tube tops, or plunging necklines. Nothing see-through, spandex or form-fitting. No clothing with holes. No hats, caps or hoods. No khaki or camouflage. No shorts of any kind. No coats, jackets, gloves or scarves. No flip-flops, shower shoes, open-toed or open-heel shoes, or heels higher than 3 inches. Dresses and skirts must be knee length when seated.[1]
TOUCHING	A hug and kiss at the beginning and end of the visit. Visitors sit across from them with a barrier between, and may not sit against the wall.[1]
WHEN IT GETS CROWDED	Visits end first by volunteering, then by how often they get visitors, then visitors from **within 100 miles**, and last by first in, first out. Visits will not be ended before they have lasted **at least two hours**.[1]
PARKING	Park in the marked visitor area on the east side of the main parking lot.[1]

ALL VISITING DAYS AND HOURS

WHERE	DAYS	HOURS
Main prison	Saturday, Sunday and federal holidays	8:15 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	Same days and hours. SHU visits are first come, first served, one hour long, and non-contact by video.	8:15 a.m. to 3:00 p.m.

Visitors are not processed into the visiting room from 9:15 a.m. to 11:00 a.m., and processing stops for the day at 2:00 p.m. Anyone already in the lobby before 9:15 a.m. is processed. No one may enter or leave during the 10:00 a.m. count. The handbook asks visitors not to arrive on the grounds before 8:00 a.m.[1]

No weekday visiting is listed. Visitors can call on the day to ask if visiting is open or closed. Staff will not say why.

GETTING THERE

Address	FCI Oxford, 350 Elk Avenue, Oxford, WI 53952. About 8 miles west of Westfield and 13 miles east of Adams, near County Roads E and G. There is no commercial transportation from Westfield or Adams-Friendship.
From I-90/94	Take Exit 69 (Hwy 82/Mauston). Travel east on Hwy 82. Turn left onto County Hwy G (north). Follow Hwy G to Elk Ave. and turn left. The grounds are at the corner of County Hwy G and Elk Ave.
From I-39	Take Exit 113 (County Hwy E/Westfield). Follow Hwy E west to County Hwy G. Turn left onto Hwy G, then right onto Elk Ave.
Bus, train, plane	Greyhound stops in Portage and the Wisconsin Dells, and Amtrak has stations in both. Taxi service runs from both to the prison. The nearest major airport is Dane County Regional in Madison, with taxi and limousine service.

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 OXFORD

Rules dated **October 2, 2025** (1 year old)

Official rules (PDF) (bop.gov/locations/institutions/oxf/oxf_visit.pdf) En español (PDF) (bop.gov/locations/institutions/oxf/oxf_visit_sp.pdf)

Skirts and dresses	Dresses/skirts must be knee length when seated (0 inches above).
Shorts	No shorts of any kind.
Colors to avoid	No khaki-colored clothing.
Leggings, spandex	No spandex. No form-fitting clothing or tight-fitting slacks.
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.
Shoes	No open-toed or open-heel shoes; heels max 3 inches. No flip flops or shower shoes.
Children	No exception: rules apply to all visitors regardless of age.

ALL 23 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Dresses/skirts must be knee length when seated (0 inches above).
  BOP wording: "Visitors who prefer to wear dresses or skirts may do so provided the hem line is knee length when seated."
- No shorts of any kind.
  BOP wording: "10)Shorts of any kind"
- No sleeveless shirts or tank tops.
  BOP wording: "1) Sleeveless shirts"
- No plunging necklines.
  BOP wording: "3) Shirts/blouses with plunging necklines"
- No halter, tank or tube tops; no strapless dresses/tops.
  BOP wording: "2) Halter, tank or tube tops"
- No transparent or see-through clothing.
  BOP wording: "4) Transparent/see-through clothing"
- No form-fitting clothing or tight-fitting slacks.
  BOP wording: "5) Spandex/form fitting clothing"
- No spandex.
  BOP wording: "5) Spandex/form fitting clothing"
- No clothing with holes.
  BOP wording: "6) Clothing with holes"

COLORS AND UNIFORMS

- No khaki-colored clothing.
  BOP wording: "8) Khaki colored clothing"
- No camouflage clothing.
  BOP wording: "9) Camouflage clothing"

BRAS, UNDERWEAR AND METAL

- Jewelry normally worn is permitted.
  BOP wording: "1) Jewelry normally worn"

SHOES

- No open-toed or open-heel shoes; heels max 3 inches.
  BOP wording: "15)No open-toed or open-heel shoes or heels higher than 3 inches"
- No flip flops or shower shoes.
  BOP wording: "12)Flip flops or shower shoes"

HATS, HOODS AND COATS

- No hats or caps.
  BOP wording: "7) Hats, caps or shirts with hoods"
- No shirts with hoods.
  BOP wording: "7) Hats, caps or shirts with hoods"
- No coats, jackets, gloves or scarves; sweaters allowed but must stay on.
  BOP wording: "11)Coats, jackets, gloves or scarves (any type of outdoor apparel)"

CHILDREN

- No exception: rules apply to all visitors regardless of age.
  BOP wording: "All visitors, regardless of age, will have to abide by these rules."

EVERYTHING ELSE

- Capris allowed only if below the knee when seated.
  BOP wording: "Capris may be worn provided they are below the knee when seated."
- No rolled cuffs or hems.
  BOP wording: "no "rolling" of cuffs/hems"
- No watches of any type.
  BOP wording: "16)Watches of any type"

IF THEY SAY NO

- Visitors may be denied at the Front Lobby for inappropriate clothing.
  BOP wording: "Visitors may be denied a visit at the Front Lobby if it is determined a visitor's clothing is inappropriate for the institution setting."
- IDO decides; Operations Lieutenant if IDO unavailable.
  BOP wording: "Visitors may be denied a visit by the Institution Duty Officer if it is determined a visitor's dress is inappropriate"

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 Oxford
P.O. Box 1000
Oxford, WI 53952

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

The handbook says the prison address is P.O. Box 1000, Oxford, WI 53952. **All incoming mail must have their register number on the envelope.**[2]

> **USE THE P.O. BOX ONLY.** Never mail to the street address.

THE MAIL RULES

PHOTOCOPIED	All general mail is photocopied in black and white. Personal photographs are copied in color.[2]
THEIR LETTERS TO YOU	Outgoing mail is inspected by staff and **must stay unsealed**. The return address must be in the upper left corner with their name, register number and the prison address.[2]
BOOKS AND MAGAZINES	All publications must come straight from a publisher, book club or bookstore. They can keep no more than 10 periodicals and 5 books.[2]
MAIL DAYS	Mail is handed out Monday through Friday (except holidays) by the evening-shift officer in each unit.[2]
LEGAL MAIL	Opened in front of them if the sender is clearly identified as an attorney or court on the envelope. Otherwise staff may open and read it.[2]
MONEY	Never put cash in a letter. Money orders and checks go to the BOP lockbox (see the Money tab).[2]

Sources

1. OXF 5267.09F, Visiting Regulations (October 2, 2025) bop.gov/locations/institutions/oxf/oxf_visit.pdf
2. FCI Oxford Admission and Orientation Handbook (January 2022) bop.gov/locations/institutions/oxf/oxf_ao-handbook.pdf