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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 ASHLAND

Federal Correctional Institution · Ashland, KY · Phone 606-928-6414

VISIT CARD · CUT OUT AND KEEP IN THE CAR

WHEN
Saturday, Sunday, Monday and federal ho...
No visiting Tuesday, Wednesday, Thursday or Friday at the FCI, unless a federal holiday falls...[1]

HOURS
8:00 a.m. to 3:00 p.m.
Visitors may not enter the institution before 8:00 a.m.[1]

VISITS
10 points a month
They get 10 points a month.[1]

WHO CAN COME
3 visitors at a time, children included
Ordinarily no more than 3 visitors at a time, children included.[1]

BRING
16 or older
Everyone 16 or older needs government photo ID, such as a driver's license, state ID or military ID.[1]

CALL FIRST
606-928-6414
Call before you drive, every time.

THE BOP'S OWN PAPERS DISAGREE. Inside the October 12, 2023 visiting rules, one page says **no more than 3 visitors at a time, children included**, and another page says **no more than 4 adults at a time**. Call 606-928-6414 before you drive.[1]

BEFORE YOU GO: GET ON THE LIST

1. The unit team approves visitors. Your loved one mails you the written visiting guidelines.
2. You fill out the **Visitor Information form, BP-A0629**. Anyone under 18 needs a parent or guardian to sign it.
3. The unit team checks the person. The conviction record is considered by how serious it is and how recent. Staff may deny a visitor if there are security concerns.
4. They tell you when you are approved. **Do not drive until you are approved.**
5. Immediate family (mother, father, stepparents, foster parents, brothers, sisters, wife and children) are routinely approved.[1]

AT THE DOOR

HOW MANY VISITS (CAMP)	They get **10 points a month**. The first visit of the month costs **5 points** and every visit after that, holidays included, costs **1 point**.[1]
WHO CAN BE ON THE LIST	Up to **20 people, children included**. To add someone when the list is full, someone must come off. Everyone must have known them before prison unless the Warden approves an exception. Except for immediate family, a visitor is not ordinarily on more than one inmate's list.[1]
FORMS YOU SIGN	Every adult signs a form about bringing contraband (Title 18) and the "Notification to Visitor" form, **BP-A0224**, and signs the visitor log.[1]
WHAT YOU CAN CARRY	Only items in **one clear plastic bag or container no bigger than 12 by 12 inches**. Lockers at the front entrance are for car keys. Everything else stays in the car. Emergency medicine is turned over to the visiting room officer. For a baby: diapers and no more than two clear 8-ounce bottles; baby food and formula in sealed containers.[1]
NOT ALLOWED IN	Handbags, sunglasses, reading material, photos, cameras, cell phones, tablets, mp3 players, food of any kind (including gum and candy), pocket knives, nail clippers, strollers and car seats, lighters, tobacco and e-cigarettes, make-up, charm bracelets and lockets.[1]
VENDING MACHINES	Visitors may buy food and drinks from the visiting room machines and give them to the inmate. It must be eaten or thrown away before leaving. The rules give no dollar limit.[1]
WHAT TO WEAR	Dresses, skirts and capris must reach below the knee when seated. No sleeveless tops, low-cut or V-neck tops, see-through clothing, form-fitting clothing (no leggings, jeggings, yoga pants or Lycra), metal underwire bras, wrap skirts, shorts (children only), sweat suits or hooded sweatshirts, white T-shirts, hats, camouflage, scrubs, **khaki or tan** clothing, or **open-toed shoes**. Shirts must be tucked in.[1]
TOUCHING	A hug and kiss when the visit starts and when it ends. If it goes on through the visit, the visit can be ended.[1]
LEAVING EARLY	If a visitor leaves the visiting room, the visit ends and they cannot come back that day.[1]
WHEN IT GETS CROWDED	Staff ask for volunteers first, then end visits of those who visit most often, then those who have stayed longest that day, then those who traveled the shortest distance.[1]

ALL VISITING DAYS AND HOURS

WHERE	DAYS	HOURS
FCI (main prison)	Saturday, Sunday, Monday and federal holidays	8:00 a.m. to 3:00 p.m.
Satellite camp	Saturday, Sunday and federal holidays	8:00 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	Mondays only. Non-contact booth. Two hours at most. 2 visitors at a time.	Within 8:00 a.m. to 3:00 p.m.
Inmates who are passing through (holdover)	Tuesdays only, immediate family only	Staff-supervised

Visitors may not enter the institution before **8:00 a.m.** on visiting days. Visits end at 3:00 p.m. The unit team posts a quarterly calendar on TRULINCS showing which unit visits on which weekend day, so they must tell you their unit's day.[1]

No visiting Tuesday, Wednesday, Thursday or Friday at the FCI, unless a federal holiday falls on one of those days.

GETTING THERE

From Ohio	After crossing the bridge into Ashland, follow 12th Street six blocks until it merges with 13th Street, which is U.S. 60 West. Stay on U.S. 60 out of the city. About 3 miles out you will see the Kentucky State Police barracks on the right at U.S. 60 and KY 716 (a Speedway and a McDonald's are nearby). For the FCI, turn right on KY 716 and go about 3/4 mile to a four-way stop. Take the right-hand turn. Make the first immediate left into the FCI parking lot. For the camp, turn left at the four-way stop; the camp is on the right; make the first immediate right.
From West Virginia	Take I-64 West to Exit 185 (Cannonsburg, KY 180). Turn right and go about 5.5 miles (seven traffic lights). At the seventh light turn left at U.S. 60 and KY 716. Turn left on KY 716 and go about 3/4 mile to the four-way stop. For the FCI, take the right-hand turn and make the first immediate left into the parking lot. For the camp, turn left; the camp is on the right.
Taxis	Yellow Cab in Ashland and Veteran Cab in Flatwoods. From the Huntington, West Virginia airport: Airport Limousine and Taxi Service and C&K Cab Company.

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 ASHLAND

Rules dated **October 12, 2023** (3 years old)

Official rules (PDF) (bop.gov/locations/institutions/ash/ash_visit.pdf) En español (PDF) (bop.gov/locations/institutions/ash/ash_visit_sp.pdf)

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

Skirts and dresses	Skirts/dresses at least knee length seated; slits no higher than 2 inches above knee.
Shorts	No shorts; shorts allowed for children only.
Colors to avoid	No khaki or tan clothing similar to inmate wear. No clothing similar to that worn by inmates.
Leggings, spandex	No leggings, jeggings, yoga pants, or Spandex/Lycra tight pants. No form-fitting or skin-tight pants, shirts, blouses or dresses.
Bras and metal	No metal underwire bras, regardless of age. Female visitors may not wear T-shirts or form-fitting clothes without bras.
Camouflage, military	No camouflage or military clothing. Class A military dress uniforms allowed for active duty personnel only.
Shoes	No open-toed shoes of any kind.
Children	Children may wear shorts; infants may wear hats.

ALL 30 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Skirts/dresses at least knee length seated; slits no higher than 2 inches above knee.
  BOP wording: "Skirts and dresses must be at least knee length when seated. Skirt and dresses with slits, the slit will not extend"
- No shorts; shorts allowed for children only.
  BOP wording: "No shorts allowed (shorts are allowed for children only)"
- No sleeveless garments of any kind, such as vests or tank tops.
  BOP wording: "Sleeveless gannents of any kind (such as vests or tank tops)"
- No low-cut V-neck shirts; no portion of breasts exposed.
  BOP wording: "V-Neck Shirts (low-cut or backless)"
- No belly shirts or clothing exposing the abdomen.
  BOP wording: "Belly shirts (abdomen exposed)"
- No backless, strapless, or halter tops and dresses.
  BOP wording: "low-cut, backless, sleeveless, or strapless blouses and/or dresses; shorts; halter tops; swimwear; clothing which"
- No see-through or fishnet clothing.
  BOP wording: "See-through gannents of any kind,"
- No form-fitting or skin-tight pants, shirts, blouses or dresses.

BOP wording: "Fonn-fitting or skin-tight pants/slacks/shirts/blouse/dress"

- No leggings, jeggings, yoga pants, or Spandex/Lycra tight pants.
  BOP wording: "leggings, jeggings, Spandex/Lycra tight pants/jeans, etc."
- No ripped or torn jeans or pants.
  BOP wording: "Sagging pants/jeans (pants cannot be ripped or tom)"
- No camisoles or swimwear worn as outerwear.
  BOP wording: "Camisoles or swimwear worn as outer wear"
- No pajamas.
  BOP wording: "(no jeggings, leggings, yoga pants, pajamas, etc.)"
- No jogging or sweat suits, including hooded sweatshirts.
  BOP wording: "Jogging/sweat suits of any kind to include hooded sweatshirts"

COLORS AND UNIFORMS

- No khaki or tan clothing similar to inmate wear.
  BOP wording: "Khaki clothing (tan or similar to the type the inmates wear)"
- No clothing similar to that worn by inmates.
  BOP wording: "Any clothing similar to that worn by inmates is not"
- No camouflage or military clothing.
  BOP wording: "Camouflage/military clothing with the exception of Class A Military Dress Unifonns - These are pennitted for"
- Class A military dress uniforms allowed for active duty personnel only.
  BOP wording: "Camouflage/military clothing with the exception of Class A Military Dress Unifonns - These are pennitted for"

BRAS, UNDERWEAR AND METAL

- Female visitors may not wear T-shirts or form-fitting clothes without bras.
  BOP wording: "wearing of T-shirts or other form-fitting clothes by female visitors without bras is prohibited."
- No metal underwire bras, regardless of age.
  BOP wording: "Metal underwire bras, regardless of the age of the person wearing it"

SHOES

- No open-toed shoes of any kind.
  BOP wording: "Open toed shoes of any description"

HATS, HOODS AND COATS

- No hats or caps, except for infants.
  BOP wording: "Hats or caps (except for infants)"
- No hooded sweatshirts.
  BOP wording: "Jogging/sweat suits of any kind to include hooded sweatshirts"

CHILDREN

- Children may wear shorts; infants may wear hats.
  BOP wording: "No shorts allowed (shorts are allowed for children only)"

EVERYTHING ELSE

- No vulgar or offensive wording or pictures; no club or gang symbols.

BOP wording: "Articles of clothing displaying any wording or pictures deemed vulgar or offensive"

- No club, gang, or other organization symbols.
  BOP wording: "Any type of club, gang, or other organization symbols"
- No white T-shirts or T-shirts with logos of any kind.
  BOP wording: "White T-shirts or T-shirts with logos of any kind"
- No hospital scrubs or medical uniforms.
  BOP wording: "Hospital Scrubs or medical unifonns"
- No sagging pants or jeans.
  BOP wording: "Sagging pants/jeans (pants cannot be ripped or tom)"

IF THEY SAY NO

- Immodestly or provocatively dressed visitors may be denied visiting.
  BOP wording: "Persons who come immodestly and/or provocatively dressed may be denied the privilege of visiting."
- Questionable attire decided by Operations Lieutenant or Institution Duty Officer.
  BOP wording: "Questionable attire will be clarified by the Operations Lieutenant and/or the Institution Duty Officer."

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 Ashland
P.O. Box 6001
Ashland, KY 41105

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

Put their name, register number and **housing unit** on the envelope. The camp uses the same P.O. Box.[2]

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

THE MAIL RULES

MAIL DAYS	First class mail is handed out Monday through Friday (not holidays) by the evening officer in each unit. Legal mail is opened in front of them. (From the 2014 handbook.)[2]
PACKAGES	Every package needs approval first. (From the 2014 handbook.)[2]
MONEY	Never put money in a letter. Use the BOP lockbox in Des Moines, Iowa, or Western Union or MoneyGram (see the Money tab). The visiting rules say money and packages cannot be handed over in the visiting room.[1]
OLD PAPER	Ashland's handbooks are from 2014 (FCI) and 2011 (camp). They may not show today's rules on paper color, cards or photos. Check with the mail room before sending anything unusual.[2]

Sources

1. ASH-5267.09E, Visiting Regulations (October 12, 2023) bop.gov/locations/institutions/ash/ash_visit.pdf
2. FCI Ashland Admission and Orientation Handbook (updated February 14, 2014) bop.gov/locations/institutions/ash/ash_ao-handbook.pdf