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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 MARION

Federal Correctional Institution · Marion, IL · Phone 618-964-1441

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
Main prison and satellite camp	Saturday, Sunday and federal holidays	8:30 a.m. to 3:00 p.m.
Special Housing Unit and holdovers	Saturday and/or Sunday. Administrative Detention and holdover: 2 hours. Disciplinary Segregation: 1 hour.	Within 8:30 a.m. to 3:00 p.m.
Communication Management Unit (CMU)	Sunday through Friday, scheduled in blocks of up to 4 hours, 8 hours a month at most	8:30 a.m. to 2:30 p.m.

No visitors are processed into the visiting room after 1:30 p.m. On Saturdays, Sundays and federal holidays, inmates are not brought to the room during the 10:00 a.m. count (processing of inmates stops at 9:30 a.m.); visitors may keep being processed and wait.

The visiting rules list no regular visiting days except Saturday, Sunday and federal holidays (plus the CMU days above). [1]

The BOP's own papers disagree. The visiting rules are from **March 6, 2020** and the handbook from **March 21, 2023**. Both give Saturday, Sunday and federal holidays, 8:30 a.m. to 3:00 p.m., but both are old and the rules still call this prison "USP Marion." Call 618-964-1441 before you drive.

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

HOW MANY VISITS	They get **12 points a month**. A weekday visit costs 1 point and a **weekend or holiday visit costs 2 points**. [1]
HOW MANY PEOPLE	No more than **4 adult visitors and up to 5 children** per inmate. [1]
CHILDREN	Everyone must be on the approved list, whatever their age. Visitors 15 or younger must come with an approved adult visitor. [1]

ID	Everyone **16 or older** needs official photo ID: a current state driver's license, military ID, passport, or a local, state or federal ID card. No other ID is accepted. You and your children may be photographed. [1]
SCREENING	You walk through a metal detector. If a medical device keeps you from clearing it, bring medical papers and you will be checked with a hand-held detector. Bureau staff may search you, your bags and your car. [1]
MONEY FOR VENDING MACHINES	A clear plastic bag, 8 by 10 inches, with a maximum of **$35 in change and/or one-dollar bills**. [1]
FOR A BABY	3 pre-filled baby bottles, 5 diapers, wipes in a clear container, 1 blanket and 2 baby food containers with a spoon, in a clear bag just big enough for them. **No strollers, car seats or carriers.** Required medicine is left with the visiting room officer. [1]
DRESS CODE	No sweat pants or athletic pants, spandex, revealing or tight clothes, halter tops, tank tops, sleeveless shirts, crop tops, strapless clothes, going without a bra, dresses, capris, shorts or skirts shorter than the knee (or with slits above the knee), open-toe or backless shoes, low-cut or backless shirts, bathing suits, camouflage, hooded clothes, hats, scarves, coats or jackets, ripped clothes, see-through or lace clothes, or low-hanging pants. **No khaki or red clothes at the main prison and no olive-green clothes at the camp.** [1]
GIVING THINGS	You may not give them papers or photos without the warden's approval. [1]
TOUCHING	Per the handbook, a brief embrace, handshake and kiss before the visit and again after it. [2]
PETS	No pets, except dogs that assist a person with a disability. [1]

HOW TO GET ON THE VISITING LIST

1. Your loved one gets the **Visitor Information Form (printed in the visiting rules as BP-629)** from their counselor and mails it to you. The BOP national form is BP-A0629.
2. You fill it out and mail it to their **counselor**.
3. Staff run an NCIC background check or ask police for your conviction record.
4. They tell you if you are approved. Do not drive until you are approved.
5. Immediate family is mother, father, sister, brother, step parents, foster parents, wife and children. Friends and associates must have known them before prison, unless the warden approves an exception.
6. They may ask to change their list **once a month**.
7. A list from another federal prison may be used unless greater security needs apply.

Fill out the visiting form for Marion

[1]

DRIVING DIRECTIONS (FROM THE BOP)

FROM THE NORTH OR THE SOUTH ON I-57	Take the IL-148 exit (Exit 45). From the north turn right (from the south turn left) onto N. Refuge Road/IL-148. Turn right onto Grassy Road/CR-25. Turn left onto Prison Road/CR-22 and follow it onto the grounds. The address is 4500 Prison Road, Marion, IL 62959.
BY TRAIN OR BUS	Amtrak has a station in Carbondale at 401 S. Illinois Ave. (the handbook gives 800 USA-RAIL). Greyhound goes to Marion (618-997-6158). The handbook lists Marion Cab Company (618-993-8181) and Red Top Cab (618-997-1098).

Street address for your GPS: 4500 Prison Road, Marion, Il 62959. [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 MARION

Rules dated **March 21, 2023** (3 years old) · from the prisoners' handbook; no visiting rules posted

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

Skirts and dresses	No mini-skirts; no specific length given.
Shorts	Not in the written rules.
Colors to avoid	Not in the written rules.
Leggings, spandex	Not in the written rules. Many prisons still turn leggings away.
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	Not in the written rules.
Children	Not in the written rules.

ALL 4 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- No mini-skirts; no specific length given.
  BOP wording: "Visitors wearing mini-skirts, low-cut blouses, and other types of revealing clothes,"
- No low-cut blouses.
  BOP wording: "Visitors wearing mini-skirts, low-cut blouses, and other types of revealing clothes,"

EVERYTHING ELSE

- No clothes showing obscene gestures, language or disruptive symbols.
  BOP wording: "clothes displaying obscene gestures, language or disruptive symbols, will not be permitted in the Visiting Room."
- No other revealing clothes.
  BOP wording: "and other types of revealing clothes,"

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 Marion
P.O. Box 1000
Marion, Il 62959

The handbook asks that the **register number and housing unit** be on the envelope. Ask your loved one for their unit. [2]

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

Use the P.O. Box only. Never mail to the street address (4500 Prison Road, Marion, Il 62959).

OUTGOING MAIL	At a medium-security prison like this one, outgoing mail (except legal mail) is not sealed by them and staff can read it. [2]
MAIL DAYS	Mail is handed out Monday through Friday, except holidays. [2]
PACKAGES	Packages need prior authorization. [2]
BOOKS AND MAGAZINES	Hardcover books and newspapers only from the publisher, a book club or a bookstore. At medium security, softcover books also only from the publisher, a book club or a bookstore. [2]
LEGAL MAIL	Opened in front of them. [2]
MONEY	Never put money in a letter to the prison. Use the BOP lockbox in Des Moines or Western Union Quick Collect (see the Money tab). [2]
OTHER RULES	The handbook says all mail must follow local rules to keep drugs out, but does not list the rules (envelopes, cards, paper). Ask your loved one or call the prison. [2]

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. MAR-5267.09A, Visiting (March 6, 2020) bop.gov/locations/institutions/mar/mar_nvsp.pdf
2. USP Marion Admission and Orientation Handbook (updated March 21, 2023) bop.gov/locations/institutions/mar/mar_ao-handbook.pdf