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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 MEMPHIS

Federal Correctional Institution · Memphis, TN · Phone 901-372-2269

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
FCI Memphis	Saturday, Sunday and federal holidays	8:00 a.m. to 3:00 p.m.
Satellite Prison Camp (SPC) Millington	Saturday, Sunday and federal holidays	8:00 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	The 3rd Monday of each month. Two hours for each person.	Within 8:00 a.m. to 3:00 p.m.

The last visitors are processed at 2:30 p.m. Visits end at 3:00 p.m. Processing also stops during the count, and no one goes in or out of the visiting room until the count is clear. Do not arrive more than 15 minutes before visiting starts.

The rules list no regular visiting on other weekdays, except federal holidays. The BOP says a cancellation can be posted on bop.gov only 24 hours ahead or less, so check bop.gov and call before you go. [1]

The BOP's own papers disagree. The June 17, 2026 visiting rules do not agree with themselves. The main text lists Saturday, Sunday and federal holidays. A later page says visits are also held on **Monday** (except the 3rd Monday, which is SHU day). The same rules say 5 visitors in total *including* children, while a later page says 5 *adults* with no limit on children under 16. The 2012 handbook says 30 visiting points a month, but the June 17, 2026 rules say 7. Go by the 2026 rules and call 901-372-2269 before you drive.

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

HOW MANY VISITS	At the FCI each inmate gets **7 visiting points a month**. A Saturday or Sunday visit costs **3 points**. Federal holidays, attorney, professional, legal and PVS visits cost **0 points**. Points do not carry over. A Unit Manager can approve more points. Camp visits are not on the point system. [1]
TRIPS TO THE VISITING ROOM	FCI inmates get **one trip to the visiting room a day**. Camp inmates can go more than once. [1]

HOW MANY PEOPLE	No more than **5 visitors at a time, children included**, unless the prison approves more ahead of time. See the note above: a later page of the rules says 5 adults. [1]
ID AND FORMS	Everyone needs a valid state or government-issued **photo ID**. Each visitor signs **BP Form 224** (Notification to Visitor) in front of staff. Children under 16 must come with a parent or legal guardian who is on the approved list. [1]
SCREENING	Everyone walks through the **metal detector**. You get **3 tries** before staff use a hand-held detector. All bags and items are X-rayed. Random pat searches happen. Refuse the search or the form and you are turned away. [1]
MONEY FOR VENDING MACHINES	Up to **$20.00 in coins only**, in a small see-through coin purse. No bills. Food must come out of its wrapper and go on a paper plate, and the wrapper goes in the trash before you sit. [1]
WHAT YOU CAN CARRY	One clear plastic bag, no bigger than **6 inches long, 6 wide and 3 deep**. A sweater or light jacket. For a baby: 2 empty clear bottles, 3 diapers, wipes in a clear container, 2 sealed baby food or formula, 1 set of clothes, 1 receiving blanket. **No strollers, carriages or diaper bags.** Front-lobby lockers are only for visitors who were dropped off. [1]
NOT ALLOWED IN	Handbags, sunglasses, reading material and photos, cameras, cell phones, smartwatches, pagers, any food (gum and candy too, except for infants), pocketknives, nail clippers, lighters, tobacco, make-up, charm bracelets, lockets, Fitbits and watches. Take any needed medicine before you go in. [1]
WHAT TO WEAR	No sleeveless tops, V-necks, see-through or skin-tight clothes (spandex, leggings, tight jeans), wraparound skirts, capris, jogging or sweat suits, hats (babies excepted), belly shirts, scrubs, camouflage, or khaki, orange, brown and grey clothing. Shorts are for children only. Shoes must cover the feet. Skirts and dresses must be longer than 2 inches above the knee. No plain white T-shirts or shirts with logos, pictures or words. [1]
CONTACT	Staff allow limited contact such as a handshake, a hug and a kiss, at the start and end of the visit. There is no non-contact visiting area at the FCI. [1]
WHEN IT GETS CROWDED	Staff first ask visitors who live less than **100 miles** away to volunteer to leave. If that is not enough, the first 5 groups on the list are told their visit may end. Room size, weather, how often you visit and how far you traveled all count. The FCI visiting room seats 111 and the camp room seats 250. [1]
NEW ARRIVALS	In the first seven working days, a newly committed inmate gets no social visits until the check on proposed visitors is done. With no approved list, only immediate family named in the pre-sentence report can visit during the first 72 hours. [1]

HOW TO GET ON THE VISITING LIST

1. At intake, your loved one gives staff a list of people they want to visit. The Unit Team checks it and normally has the first list ready within seven days.
2. The list holds up to **25 visitors**. Immediate family (parents, step-parents, foster parents, brothers, sisters, spouse, children, stepchildren) is normally approved. Friends are generally limited to **ten**.
3. Other relatives and friends need a completed **BP-629 (Visitor Information)** form and a background (NCIC)

check. They should have known your loved one before prison.

4. Do not drive until your loved one tells you that you are approved. It is **their** job to tell you.
5. To change the list, they send an Inmate Request to Staff Member form to their Unit Team. The rules say there is **no limit** on how many times they can change it.
6. Someone with a prior criminal conviction can be added only with the Warden's approval.
7. Transferred from another prison? Their old list is recognized only if the file shows the paperwork for a low-security prison.

Fill out the visiting form for Memphis

[1]

DRIVING DIRECTIONS (FROM THE BOP)

FCI MEMPHIS, 1101 JOHN A. DENIE ROAD: FROM NASHVILLE	I-40 West to Exit 12 (Sycamore View). Turn left on Sycamore View Road, then right on Longline Road, then left on John A. Denie Road. The visitor parking lot is the first one on your right.
FCI MEMPHIS: FROM MISSISSIPPI	I-55 North, then I-240 East toward Nashville (exit 6A). Then I-40 East to Exit 12 (Sycamore View Road). Right on Longline Road, then left on John A. Denie Road.
FCI MEMPHIS: FROM MISSOURI OR ARKANSAS	Take I-40 East into Memphis to the I-40/240 interchange and stay on I-40 East toward Nashville to Exit 12 (Sycamore View). Keep right, go through the first light (Macon Road), and turn right on Long Line Road (the fourth street on the right). It becomes John A. Denie Road. The institution is on the right. Park in the first lot behind the trailers.
FCI MEMPHIS: FROM MEMPHIS INTERNATIONAL AIRPORT	About 14 miles west of the prison. Take the left ramp onto Plough Road, then I-240 East toward Nashville, then I-40 East at exit 12C. Take Exit 12 (Sycamore View Road), then right on Longline Road and left on John A. Denie Road.
SPC MILLINGTON, 6696 NAVY ROAD: FROM MISSISSIPPI OR THE AIRPORT	I-55 North to I-240 North, which becomes I-40 East. Take TN-300 West (exit 2A) toward US-51/Millington, then US-51 North, then turn right on Navy Road. 6696 Navy Road is on the left.

Street address for your GPS: 1101 John A Denie Road, Memphis, Tn 38134. [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 MEMPHIS

Rules dated **June 17, 2026** (this year)

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

Skirts and dresses	Skirts, dresses and slits no higher than two inches above the knee.
Shorts	No shorts of any kind; allowed for children only.
Colors to avoid	No khaki or brown clothing like inmate uniforms. No orange clothing. No grey clothing (Attachment 7).
Leggings, spandex	No spandex, leggings or capri pants. No skin-tight clothing, including tight jeans.
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. No hospital scrubs or medical uniforms.
Shoes	No open-toed shoes; feet must be enclosed. No thongs or sandals.
Children	Children may wear shorts; infants may wear hats.

ALL 23 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Skirts, dresses and slits no higher than two inches above the knee.
  BOP wording: "Skirts and dresses must be longer than two inches above the knee."
- No shorts of any kind; allowed for children only.
  BOP wording: "Shorts (shorts are allowed for children only)"
- All garments must have sleeves; no vests or tank tops.
  BOP wording: "All garments must have sleeves (long or short)."
- No low-cut shirts or blouses; no V-necks.
  BOP wording: "low cut shirts or blouses,"
- No belly shirts exposing the abdomen.
  BOP wording: "Belly shirts (abdomen exposed)"
- No see-through garments.
  BOP wording: "See-through garments of any kind"
- No skin-tight clothing, including tight jeans.
  BOP wording: "Skin-tight clothing of any kind (including spandex, leggings, and, jeans)"
- No spandex, leggings or capri pants.
  BOP wording: "(including spandex, leggings, and, jeans)"
- No distressed pants/jeans with holes.
  BOP wording: "Sagging pants/jeans and distressed (no holes) pants/jeans"
- No jogging or sweat suits.

BOP wording: "Jogging/sweat suits of any kind"

COLORS AND UNIFORMS

- No khaki or brown clothing like inmate uniforms.
  BOP wording: "khaki, orange, brown, and camouflage clothing (like the uniforms the inmate wears)"
- No orange clothing.
  BOP wording: "khaki, orange, brown, and camouflage clothing"
- No grey clothing (Attachment 7).
  BOP wording: "Khaki, orange, brown, and grey clothing (like the uniforms the inmates wear)"
- No camouflage clothing.
  BOP wording: "brown, and camouflage clothing (like the uniforms the inmate wears)"
- No hospital scrubs or medical uniforms.
  BOP wording: "Hospital scrubs or medical uniforms"

BRAS, UNDERWEAR AND METAL

- No excessive jewelry.
  BOP wording: "above the knee Excessive jewelry"

SHOES

- No open-toed shoes; feet must be enclosed.
  BOP wording: "Open-toed shoes, thongs, or sandals (feet must be enclosed)"
- No thongs or sandals.
  BOP wording: "No thong, open toe shoes or sandals allowed."

HATS, HOODS AND COATS

- No hats or caps except for infants.
  BOP wording: "Hats or caps (except for infants)"

CHILDREN

- Children may wear shorts; infants may wear hats.
  BOP wording: "Hats or caps (except for infants)"

EVERYTHING ELSE

- No vulgar or offensive words or pictures, incl. racial/religious offense.
  BOP wording: "articles of clothing displaying any words or statements deemed vulgar, or offensive to one's race, national origin, or religious belief is prohibited."
- No wraparound skirts, tee shirts, camisoles as outerwear, or sagging pants.
  BOP wording: "Tee shirts, jogging/sweat suits,"

IF THEY SAY NO

- Operations Lieutenant may terminate visits for improper dress.
  BOP wording: "has the authority to terminate any visit due to improper dress,"

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 Memphis
P.o, Box 34550
Memphis, Tn 38184

The handbook asks senders to put the inmate's **register number and housing unit (quarters)** on the envelope. Ask your loved one for the exact line to use. [2]

Use the P.O. Box only. Never mail to the street address (1101 John A Denie Road, Memphis, Tn 38134).

MAIL DAYS	First-class mail is handed out Monday through Friday (not holidays), usually by the evening officer in each unit. [2]
BOOKS AND MAGAZINES	Publications may come only from the publisher, a book club or a book store. They can keep **11** books, magazines and newspapers in total. [2]
LEGAL MAIL	A lawyer's letter is treated as special mail only if it carries the attorney's name, says the sender is an attorney, and is marked "Special Mail - open only in the presence of the inmate." If not, it is opened like regular mail. [2]
MONEY	Never put money in a letter to the prison. Money orders and checks go to the BOP lockbox: Federal Bureau of Prisons, inmate name and register number, P.O. Box 474701, Des Moines, Iowa 50947-0001. Do not put letters or pictures in that envelope. [2]
PACKAGES	Personal items cannot be mailed in unless the right department head approved it first. The mail room accepts nothing without the approval form on file. [2]
REJECTED MAIL	The Warden can reject mail that threatens security or could help a crime. The sender gets written notice and can appeal. [2]

Books and magazines: at a low security prison, soft-cover books and magazines can come from anyone. Hardcovers only from a publisher or bookstore.

Sources

1. MEM 5267.09P, Visiting Regulations (June 17, 2026) bop.gov/locations/institutions/mem/mem_visit.pdf
2. FCI Memphis / SPC Millington Admission and Orientation Handbook (revised April 27, 2012) bop.gov/locations/institutions/mem/mem_ao-handbook.pdf