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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: FMC FORT WORTH

Federal Medical Center · Fort Worth, TX · Phone 817-534-8400

VISIT CARD · CUT OUT AND KEEP IN THE CAR

WHEN **Saturday, Sunday, Monday and federal ho...** The visiting rules list Saturday, Sunday, Monday and federal holidays for the main visiting ro...[1]	HOURS **8:00 a.m. to 3:00 p.m.** Inmate processing stops at 9:30 a.m.[1]	VISITS **9 points on the 1st of each month** Each inmate gets 9 points on the 1st of each month.[1]
WHO CAN COME **3 visitors at a time** No more than 3 visitors at a time in the main room, adults and children together, and at least one must be an...[1]	BRING **16 or older** Everyone 16 or older needs valid photo ID: driver's license, state ID, military ID, passport or other governm...[1]	CALL FIRST **817-534-8400** Call before you drive, every time.

THE BOP'S OWN PAPERS DISAGREE. The Fort Worth handbook is old (revised **August 2018**). It says weekend visits run on an **odd and even rotation** set by the fifth digit of the inmate's register number, changing on April 15 and October 15. The newer visiting rules (**May 17, 2024**) do not mention a rotation. The handbook also says visitors arriving after 2:00 p.m. are not let in, while the rules say inmate processing stops at 9:30 a.m. **Call the prison at 817-534-8400 before you drive** (the BOP facility feed number; the scanned visiting rules print 817-534-5400, which may be a misprint) and ask which day your loved one can have visitors.[1]

BEFORE YOU GO: GET ON THE LIST

1. Your loved one mails you the visiting form, **BP-A629** (Visitor Information). It also works as your permission for the BOP to check your background.
2. Fill it out and mail it back to their **correctional counselor** by **official U.S. mail only**. Faxes and forms handed over by hand are not accepted.
3. The counselor tells your loved one within one week who was approved or denied. **They** tell you. Do not drive until you are approved.
4. The list holds up to **20 approved adults** plus one Minister of Record. Friends must have known them before prison unless the Warden makes an exception. Anyone with a criminal record needs the Warden's approval.
5. Children under 16 do not need to be on the list but must come with their parent or legal guardian. Visitors aged 16 or 17 without a parent need written permission from a parent or legal guardian.
6. They can ask their counselor to change the list at any time.
7. SHU visits: ask at least 2 business days ahead through the FMC Fort Worth public email address on bop.gov. The Executive Assistant emails back to approve or deny.[1]

AT THE DOOR

SCREENING	Everyone must clear the metal detector (or hand wand) and the X-ray for bags. After the **third failed try**, staff ask you to leave. The handbook also says everyone must pass the **ion scanner**: fail twice and you are not let in; fail the retest 48 hours later and you cannot visit for 30 days.[2]
MONEY	Cash up to **$25.00** and/or one credit or debit card. Visitors buy food from the vending machines for the inmate, by cash or card. It must be eaten in the eating area.[1]
WHAT YOU CAN CARRY	One small (half-gallon size) **clear** purse or clear bag. Life-saving medicine such as nitroglycerin or an inhaler is kept at the officer's station. Usually only vehicle keys are allowed. Lockers are available for everything else.[1]
FOR A BABY	Per child: 3 diapers, 1 unopened pack of wipes, 1 change of clothes, 2 clear bottles of pre-mixed formula, 2 small unopened jars of baby food, 1 receiving blanket, 1 clear cup, and a clear bag no larger than 12" x 16". Feminine hygiene products are allowed.[1]
WHAT NOT TO WEAR	Tops must cover the stomach, shoulders, chest and back. No sleeveless, crop, tube, tank or halter tops. No hems or slits more than 2 inches above the knee. No tight or spandex clothes, and shorts only to the top of the knee. Shoes need a back or a strap: no flip-flops, open-toe shoes or slippers. No gray sweat clothes or plain brown or white t-shirts (the commissary sells them). No khaki or tan, orange or red jumpsuits. No hooded tops, hats, gloves, sunglasses or watches. Religious or medical head covering needs paperwork.[1]
WHAT YOU CANNOT HAND OVER	Visitors may not bring anything to give to an inmate, and inmates may not take money or items from a visitor. They may carry only an ID card, comb, handkerchief, plain wedding band and a religious medal on a chain.[1]
TOUCHING	Handshake, hug and kiss are allowed only at the start and the end of the visit.[1]
PARKING	Park in the first lot on the right, next to the covered pavilion. You may be given a pager and asked to wait in your car or under the pavilion until your turn.[1]
WHEN IT GETS CROWDED	The main visiting room seats **155**. When it is full, staff end visits by looking at the length and frequency of visits and the **distance traveled**.[1]

ALL VISITING DAYS AND HOURS

WHERE	DAYS	HOURS
Main visiting room (Building 1)	Saturday, Sunday, Monday and federal holidays	8:00 a.m. to 3:00 p.m.
Jail Unit	Saturday, Sunday and federal holidays. Immediate family only.	8:00 a.m. to 3:00 p.m.
Abeline Unit Honor Dorm	The same days as the main room, plus Fridays	8:00 a.m. to 3:00 p.m.
Lubbock Unit	Saturday, Sunday, Monday and federal holidays	8:00 a.m. to 10:00 a.m. and 1:00 p.m. to 3:00 p.m.
Special Housing Unit (SHU)	Mondays, by video. One hour, by appointment only. Ask at least 2 business days ahead.	During visiting hours

Inmate processing stops at 9:30 a.m. for the 10 a.m. count, and no visitor may leave during a count. The handbook says visitors arriving after **2:00 p.m.** are not allowed in. Arrive no sooner than **30 minutes** before visiting hours start.[1]

The visiting rules list Saturday, Sunday, Monday and federal holidays for the main visiting room (and Friday only for the Abeline Unit Honor Dorm).

GETTING THERE

Address	FMC Fort Worth, 3150 Horton Road, Fort Worth, Texas 76119. Telephone 817-534-8400 (BOP facility feed). It is in southeast Fort Worth.
From Interstate 20	Take the Wichita Street exit (exit 440A) and go north about one mile to Horton Road. Turn left on Horton Road. The main entrance is on the left. Park in the spaces marked in blue.
Distances	About 33 miles from Dallas, 27 miles from Dallas/Fort Worth International Airport and 40 miles from Dallas Love Field.

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.

FMC FORT WORTH

Rules dated **May 17, 2024** (2 years old)

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

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

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

Skirts and dresses	Skirt hem/slit no more than 2 inches above knee (over age 10).
Shorts	Only walking shorts reaching the top of the knee.
Colors to avoid	No khaki or tan pants, shirts, jackets, or coats. No orange or red jump suits. No gray sweat pants or sweat shirts. No plain brown or white t-shirts.
Leggings, spandex	No leggings, jeggings, spandex, leotards unless covered by dress/skirt. No form fitting or tight pants or dresses.
Bras and metal	Clothing that trips metal detector (underwire bras, metal buttons) may be refused.
Camouflage, military	No professional uniforms: medical, clergy, or military.
Shoes	Shoes required with back or strap; no open-toe shoes. No flip-flops, slip-ons, shower shoes, or slippers.
Children	Skirt length rule applies to persons over 10 years old.

ALL 30 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Skirt hem/slit no more than 2 inches above knee (over age 10).
  BOP wording: "slit or hemline more than two (2) inches above the top of the knee for persons"
- Only walking shorts reaching the top of the knee.
  BOP wording: "Only walking shorts that reach the top of the knee are permitted."
- No sleeveless garments exposing armpits or tank tops.
  BOP wording: "Sleeveless garments with partial sleeves exposing the armpit area, crop tops, tube tops, tank"
- Tops must cover stomach, shoulders, chest, and back; no crop tops.
  BOP wording: "Tops, shirts, or blouses must cover the entire upper body at all times, even in"
- No tube tops or halter tops; no strapless dresses without jackets.
  BOP wording: "tops, and halter tops are not permitted."
- No transparent or see-through material.
  BOP wording: "Transparent and see-through material is unacceptable."
- No form fitting or tight pants or dresses.
  BOP wording: "Form fitting or tight pants and dresses such as spandex, bicycle pants, or other"
- No leggings, jeggings, spandex, leotards unless covered by dress/skirt.

BOP wording: "Any "pantyhose" type leggings, jeggings, spandex, leotards, etc., or pants with"

- No pants with holes unless covered by an appropriate dress/skirt.
  BOP wording: "or pants with holes, will not be permitted"
- No gray sweats (commissary items).
  BOP wording: "Clothing accessible to the inmate population through the commissary such as gray"

COLORS AND UNIFORMS

- No khaki or tan pants, shirts, jackets, or coats.
  BOP wording: "Khaki or tan colored pants, shirts, jackets or coats resembling inmate clothing, to"
- No orange or red jump suits.
  BOP wording: "include orange or red jump suits is not permitted."
- No gray sweat pants or sweat shirts.
  BOP wording: "gray sweat pants, gray sweat shirts, as well as plain brown and white t-shirts are not"
- No plain brown or white t-shirts.
  BOP wording: "as well as plain brown and white t-shirts are not"
- No professional uniforms: medical, clergy, or military.
  BOP wording: "professional uniform attire, i.e., medical, clergy, or military"

BRAS, UNDERWEAR AND METAL

- Proper undergarments must be worn.
  BOP wording: "Proper undergarments must be worn."
- Clothing that trips metal detector (underwire bras, metal buttons) may be refused.
  BOP wording: "underwire bras, garter belts, clothing with costume jewelry, large metal buttons, and"
- No watches.
  BOP wording: "Umbrellas, gloves, sun glasses, non-prescription glasses, and watches will not be"

SHOES

- Shoes required with back or strap; no open-toe shoes.
  BOP wording: "All visitors are to wear shoes with a back or strap around"
- No flip-flops, slip-ons, shower shoes, or slippers.
  BOP wording: "Beach style footwear such as, flip-flops, open-toe shoes, slip on shoes, shower shoes or slippers are not permitted."

HATS, HOODS AND COATS

- No hats, visors, head wraps, or headbands.
  BOP wording: "No head-wear such as hats, visors, head wraps or headbands (with the exception"
- Religious headwear allowed; medical headwear with documentation.
  BOP wording: "to religious head-wear and when medical reasons dictate, documentation is"
- No hooded jackets or shirts.
  BOP wording: "Hooded jackets or shirts will not be permitted in the visiting room."

CHILDREN

- Skirt length rule applies to persons over 10 years old.
  BOP wording: "over 10 years of age will not be permitted."

EVERYTHING ELSE

- No clothing or accessories suggesting gang association.
  BOP wording: "Obvious clothing or accessories that suggest association with a gang will not be"
- No wrap-around dresses, shirts, or tops.
  BOP wording: "Dresses, shirts, or tops that wrap around the body,"
- No umbrellas, gloves, sunglasses, or non-prescription glasses.
  BOP wording: "Umbrellas, gloves, sun glasses, non-prescription glasses, and watches will not be"
- No provocative or excessively revealing attire.
  BOP wording: "Provocative and/or excessively revealing attire will not be permitted."

IF THEY SAY NO

- Front Lobby officer advises on clothing; questions go to Operations Lieutenant.
  BOP wording: "The Front Lobby officer will professionally advise visitors if clothing worn is appropriate and may be denied visits."
- Any clothing deemed inappropriate for a prison not authorized.
  BOP wording: "Any clothing not noted above that is deemed inappropriate for wear ina"

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. _____-___

FMC Fort Worth

P.O. Box 15330

Fort Worth, TX 76119

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

Use their committed name, register number and unit. The address is **Federal Medical Center, P.O. Box 15330, Fort Worth, Texas 76119**. Mail sent to any other address is returned.[2]

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

THE MAIL RULES

MAIL DAYS	Mail is processed Monday through Friday, except federal holidays.[2]
OPENED AND READ	Unless they chose to have mail returned, staff may open and read it. Certified mail that is not legal mail is opened in the mail room first.[2]
PACKAGES	They cannot get any package from home. The only exception is release clothing, in the last 30 days before release.[2]
BOOKS AND MAGAZINES	Newspapers, books and magazines must come straight from the publisher or a bookstore. No nude or sexually explicit publications or pictures, and no Polaroid pictures.[2]
LEGAL MAIL	Must say "Legal Mail - To be Opened Only in the Presence of the Addressee" on the front. It is opened in front of them and they sign a log.[2]
THEIR LETTERS TO YOU	Outgoing letters stay unsealed and are checked (legal mail excepted). Each needs a TRULINCS-made label.[2]
WRITING ANOTHER INMATE	They need approval first to write an immediate family member who is locked up. A co-defendant is approved only for an ongoing legal matter.[2]
MONEY	Never put money in a letter. Send money orders and checks to the BOP lockbox in Des Moines: Federal Bureau of Prisons, their name and 8-digit register number, P.O. Box 474701, Des Moines, IA 50947-0001.[2]

Sources

1. FTW 5267.09 (C), Visiting Regulations (May 17, 2024) bop.gov/locations/institutions/ftw/ftw_visit.pdf
2. FMC Fort Worth Admission and Orientation Handbook (revised August 2018) bop.gov/locations/institutions/ftw/ftw_ao-handbook.pdf