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FEDERAL PRISON GUIDE

VISIT PACKET: USP ALLENWOOD

U.S. Penitentiary · Allenwood, PA · Phone 570-547-0963

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
USP (visiting room)	Saturday, Sunday and federal holidays	8:00 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	Regular visiting days. No contact. One hour.	Within 8:00 a.m. to 3:00 p.m.

No one is processed into the visiting room after 2:00 p.m. At that time, visitors start being walked out in small groups, first in, first out, in groups of no more than 10 people (no more than 5 adults). Everyone should be out by 3:00 p.m. Do not arrive on the grounds before visiting begins.

No regular visiting Monday through Friday. The rules tell visitors to check www.bop.gov/locations for changes to hours. [1]

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

HOW MANY VISITS	They get **8 points a month**. Every visit costs **2 points**, so that is **4 visits a month**. No points are used on federal holidays or for legal, minister and Prisoner Visitation and Support (PVS) visits. More points need written approval from an Associate Warden. [1]
HOW MANY PEOPLE	No more than **5 people at a time, children included**, unless approved in writing ahead of time. Extra visitors are turned away. They sit across from adult visitors, in seats the officer assigns. [1]
WHO CAN BE ON THE LIST	Up to **25 immediate family members** plus up to **10 friends, associates and other relatives**. Everyone must have known them before prison, unless the Warden makes an exception. [1]
CONTACT OR NON-CONTACT	People in the SHU, and people at the USP waiting for a designation or headed to ADX Florence, visit in non-contact rooms. Those visits are limited to immediate family, one visitor at a time. [1]

ID	Everyone **16 or older** needs valid photo ID (driver's license, state ID, passport and similar). Check cashing cards do not count. Anything that says "Federal Limits" or "not valid for federal purposes" is not accepted. Children under 16 with a parent or guardian do not need ID. [1]
MONEY FOR VENDING MACHINES	Up to **$50 per adult** in quarters, $1 and $5 bills. Anything over $50 is not allowed in. You cannot put money on their account at the visit. [1]
WHAT YOU CAN CARRY	A clear plastic purse or zip-lock bag, your driver's license, necessary life-supporting medication (with a medication ID card), jewelry you are wearing, 2 sanitary napkins or 5 tampons, and **one car key or key fob**. **No cell phones or electronics** at all: they stay locked in your car. If you came by bus or taxi, a locker is provided. [1]
FOR A BABY	3 diapers, 3 plastic bottles with formula (3/4 full), 1 sealed container of baby food, 1 clear sippy cup, 1 plastic spoon, 1 small clear tote bag, 1 bag of wipes, 1 change of clothes, and 1 blanket no larger than 2 by 3 feet. **No strollers or baby carriers.** A nursing area is provided; no pumping supplies. [1]
WHAT TO WEAR	Shorts, skirts and dresses no more than **1 inch above the knee**. Shirts must cover the shoulders. No tight or stretch clothing, see-through clothing, hoodies, athletic or sweat pants, halter or low-cut tops, tank tops, wrap-around or button skirts, open-toed shoes or flip-flops, hats, sunglasses, scarves, watches, camouflage, or torn clothing. Women must wear a bra. **Nothing brown, light brown, beige, khaki, tan or green**, and no plain white T-shirt as your only shirt. No sports team clothing. [1]
TOUCHING	A handshake, hug or prayer, and a brief closed-mouth kiss, when the visit starts and when it ends. [1]
PARKING	Park in a marked "Visitor Parking" space, lock the car and close the windows. No one may wait in a car in the lot during visiting hours. Register your car (make, model, plate and space number) at the front lobby. Cars left after visiting ends are removed at your cost. [1]
WHEN IT GETS CROWDED	Staff ask for volunteers first. Then visits end in the order people arrived, first in, first out. They also consider how often you visit and **how far you traveled**. [1]

HOW TO GET ON THE VISITING LIST

1. They ask their **correctional counselor** for the visiting forms and mail them to you. (The Allenwood papers give no form number; the BOP national visitor form is BP-A0629. Not confirmed in the Allenwood papers.)
2. You return the forms **directly to the counselor**. If a background check is needed, you also sign and return a release authorization.
3. Everyone gets a background check (NCIC), including immediate family. A drug or violent felony in the past 3 years will ordinarily be recommended for denial.
4. Anyone on probation, parole or supervised release needs a letter from the supervising agency, and the Warden decides.
5. The counselor gives them a copy of the approved list. **They** tell you. Do not drive until you are approved.
6. The list can be changed at any time under these procedures.

Fill out the visiting form for Allenwood

[1]

DRIVING DIRECTIONS (FROM THE BOP)

FROM INTERSTATE 80	Take the north exit (exit 210B, old exit 30B) onto U.S. Highway 15 and go north about 5 miles. The institution is on the left at the traffic light.
FROM THE SOUTH	Interstate 80 to the U.S. Highway 15 North exit. Go north on 15 toward Williamsport, through the town of Allenwood, for about 2 miles. At the red light, turn left.
FROM WILLIAMSPORT	U.S. Highway 15 South toward Lewisburg. At the red light, turn right.
BUS	The rules give Trailways Bus Lines at 1-800-692-6314.

Street address for your GPS: Rt 15,2 Miles N Of Allenwood, Allenwood, Pa 17810. [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.

USP ALLENWOOD

Rules dated **March 15, 2024** (2 years old)

Official rules (PDF)(bop.gov/locations/institutions/alp/alp_visit.pdf) En español (PDF)(bop.gov/locations/institutions/alp/alp_visit_sp.pdf)

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

Skirts and dresses	Shorts, skirts, dresses no more than one inch above the knee, including slits.
Shorts	Not in the written rules.
Colors to avoid	No khaki-like colors: brown, light brown, beige, khaki, tan. No green clothing resembling inmate jackets. No grey sweat pants or shirts.
Leggings, spandex	No tight-fitting or stretch clothing.
Bras and metal	Underwire bras may set off detector and need removal. Female visitors must wear a bra.
Camouflage, military	No camouflage clothing.
Shoes	No open-toe shoes or open-back slip-on shoes. No flip-flop style shoes.
Children	Not in the written rules.

ALL 29 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Shorts, skirts, dresses no more than one inch above the knee, including slits.
  BOP wording: "Shorts, skirts, and dresses will be at a maximum of no more than one inch above the knee to include any slits in the dresses or skirts."
- No tank tops, muscle or sleeveless shirts; shoulders must be covered.
  BOP wording: "No tank tops/ muscle shirts / sleeveless shirts - All shirts and blouses must cover the shoulders (both male/female)"
- No revealing or low-cut shirts.
  BOP wording: "No revealing shirts, low cut shirts, halter tops, or shirts revealing the mid-drift"
- No shirts revealing the midriff.
  BOP wording: "shirts revealing the mid-drift"
- No halter tops.
  BOP wording: "No revealing shirts, low cut shirts, halter tops,"
- No see-through clothing; revealing white clothing counts as see-through.
  BOP wording: "No see-through clothing (if white-colored clothing is revealing, it will be considered see-through)"
- No tight-fitting or stretch clothing.
  BOP wording: "No tight-fitting or stretch clothing"
- No torn or ripped clothing.
  BOP wording: "No torn or ripped clothing"

- No hoodies, athletic or sweat pants, or jogging shorts.
  BOP wording: "No hoodies, athletic or sweat pants, jogging shorts."

COLORS AND UNIFORMS

- No khaki-like colors: brown, light brown, beige, khaki, tan.
  BOP wording: "Any visitor wearing clothes similarly-colored (brown, light brown, beige, khaki, tan, or green) will not be allowed to enter the visiting room."
- No green clothing resembling inmate jackets.
  BOP wording: "resembles the khaki-colored inmate uniform or green inmate jackets."
- No grey sweat pants or shirts.
  BOP wording: "No grey colored sweat pants or shirts"
- No camouflage clothing.
  BOP wording: "No camouflage type clothing"

BRAS, UNDERWEAR AND METAL

- Female visitors must wear a bra.
  BOP wording: "All female visitors must wear undergarments (bra)."
- Undergarments are required for admission.
  BOP wording: "UNDERGARMENTS ARE REQUIRED FOR ADMISSION."
- Underwire bras may set off detector and need removal.
  BOP wording: "Undergarments containing metal (i.e. under wire bra) could activate the metal detector and may need to be removed;"
- No watches of any kind.
  BOP wording: "No watches of any kind"

SHOES

- No open-toe shoes or open-back slip-on shoes.
  BOP wording: "No flip-flop style/ open toe shoes / open back slip on shoes"
- No flip-flop style shoes.
  BOP wording: "No flip-flop style/ open toe shoes"

HATS, HOODS AND COATS

- No ball caps, hats, bandanas, sweat bands, do-rags or other head gear.
  BOP wording: "No ball caps, hats, bandanas, sweat bands, do-rags, or any other type of head gear is authorized"
- Approved religious headwear allowed; may need removal for screening or ID.
  BOP wording: "Approved religious headwear may be worn but may require removal to successfully clear the walk-through metal detector"
- No hooded shirts or jackets.
  BOP wording: "No hooded shirts or jackets"
- Prohibited items may not be worn under coats or jackets.
  BOP wording: "The wearing of prohibited clothing items under coats or jackets is also prohibited."

EVERYTHING ELSE

- No club, gang or organization symbols; no pro sports team items.
  BOP wording: "The wearing of any type of club, gang, or other organization symbols is strictly prohibited."

- No wrap-around or button up/down skirts.
  BOP wording: "No wrap-around skirts"
- No sunglasses or scarves.
  BOP wording: "No sunglasses e No scarfs"
- No plain white T-shirt as the only shirt.
  BOP wording: "Visitors will not be allowed to wear plain white T-shirts as their only shirt."

IF THEY SAY NO

- Not following the dress code means the visit is disallowed.
  BOP wording: "Failure of visitors to recognize and adhere to these requirements will be reason to disallow the visit."
- Operations Lieutenant/Duty Officer may bar other items of poor taste.
  BOP wording: "Any other item of clothing which is determined by the Operations Lieutenant and/or the Complex Duty Officer to be of poor taste,"

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
USP Allenwood
P.O. Box 3000
White Deer, Pa 17887

Put their name, register number and **housing unit** on the envelope. Use the P.O. Box address above. [2]

Use the P.O. Box only. Never mail to the street address (Rt 15,2 Miles N Of Allenwood, Allenwood, Pa 17810).

PHOTOCOPIED	All regular mail is opened, screened and photocopied, including greeting cards and photographs, before they get it. [2]
BOOKS	Hardcover books and newspapers must come from the publisher, a book club or a bookstore. Softcover books must also come from the publisher, a book club or a bookstore. [2]
PACKAGES	Every package needs approval first. [2]
MAIL DAYS	Mail is handed out Monday through Friday by the unit officers after the 4:15 p.m. stand-up count. No weekend or holiday mail service. Legal and special mail is opened in front of them. [2]
THEIR LETTERS TO YOU	At a high-security prison they may not seal their outgoing letters (except legal mail), and staff may read them. [2]
MONEY	Money sent in a letter is returned to the sender. Use the BOP lockbox in Des Moines, Iowa, or Western Union or MoneyGram (see the Money tab). [2]

Books and magazines: at a high security prison, books and magazines must come straight from a publisher, book club or bookstore (Amazon, for example), never from home.

Sources

1. ALX-5267.09C, Visiting Regulations for FCC Allenwood (March 15, 2024) bop.gov/locations/institutions/alp/alp_visit.pdf
2. USP Allenwood Admission and Orientation Handbook (revised December 2023) bop.gov/locations/institutions/alp/alp_ao-handbook.pdf