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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: USP COLEMAN I

U.S. Penitentiary · Sumterville, FL · Phone 352-689-6000

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
General population	Saturday, Sunday and federal holidays	8:00 a.m. to 3:00 p.m.
Special Housing Unit (SHU)	Saturday, Sunday and approved holidays only. Non-contact, no more than 2 visitors, 2 hours at most.	SHU visitors are not processed after 11:00 a.m.

Visitors are not admitted to the visiting room after 2:00 p.m. (unless the Operations Lieutenant or Duty Officer approves). Visits end at 3:00 p.m. On weekends and federal holidays, processing stops at 9:30 a.m. for the official count. You can still be processed, but you wait until the count clears. Once you are in the visiting room, if you leave, the visit is over.

No regular visiting Monday through Friday. Special visits on those days must be approved appointments through the Warden's Office. [1]

The BOP's own papers disagree. The Coleman I handbook (last updated **November 2012**) says visiting days are **Mondays, Fridays, Saturdays, Sundays and federal holidays**, with Thursdays for the Special Housing Unit, and that weekend visits follow an **even/odd system** set by the fifth digit of the register number. The visiting rules (October 1, 2024) say **Saturday, Sunday and federal holidays**, with no regular visits Monday to Friday, and do not mention an even/odd system for this prison. Go by the newer rules and call the prison at (352) 689-6000 before you drive.

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

HOW MANY VISITS	Each person gets **6 points a month**. Every visit costs **2 points**, so that is **3 visits a month**. Any part of a visit counts as a visit. Points do not carry over to the next month. [1]
HOW MANY PEOPLE	Ordinarily up to **5 visitors** at one time, not counting children under 2. Children 2 and under may sit on your lap if there is no seat. Children may never sit on the inmate's lap. Children must stay in direct line of sight of their parents. [1]

ID	Everyone **16 or older** must show valid photo ID: a state driver's license, state ID, government ID or passport. Birth certificates are not accepted. [1]
SCREENING	You must clear the **walk-through metal detector**. If you do not clear it and the hand wand, you do not get in. All visitors can be pat-searched. An electronic drug detector is used; a positive test means no entry. At high security, every visitor must clear a metal detector and every bag is searched. [1]
FORMS YOU SIGN	In the lobby you read and sign the **Notification to Visitor form (BP-224(52))** and the visitor logbook. [1]
MONEY FOR VENDING MACHINES	Up to **$20.00**, with no bill bigger than $5.00. [1]
WHAT YOU CAN CARRY	A clear change purse no bigger than 6 inches long, 6 inches wide and 3 inches deep. Jewelry you wear (not excessive, **no watches**), a sweater or light jacket, and a reasonable amount of feminine hygiene items. Everything else goes in your car or a lobby locker. [1]
FOR A BABY	Empty clear plastic baby bottles, a reasonable amount of diapers, baby powder, ointment and wipes (in a clear container), up to 2 sealed containers each of baby food and formula, one set of baby clothes and one small blanket. [1]
NOT ALLOWED IN	Phones, pagers and other electronics, sunglasses, over-the-counter medicine, cards, children's toys, gum, candy, open baby food, makeup, photos, letters, pens, pencils and watches. Life-saving medicine (heart, epilepsy) is allowed. Insulin and syringes are not counted as that, but can be kept in a lobby locker. [1]
WHAT TO WEAR	The 2012 handbook says: no shorts or culottes for anyone over 16, no see-through clothing, halter tops, tank tops or sleeveless tops of any kind, no tops that show the midriff, no radically low-cut or backless tops, no skin-tight or spandex clothing, and everyone must wear shoes and undergarments (including a bra for women). [2]
WHEN IT GETS CROWDED	Staff first ask for volunteers to leave. If no one volunteers, visitors who traveled less than 300 miles are "local" and are ended first, in the order they arrived. The room holds **192** people. [1]
GIVING THINGS	You may not hand anything to the inmate or take anything from them. [1]

HOW TO GET ON THE VISITING LIST

1. Your loved one asks their **Correctional Counselor** for the Visitor Information form. The 2024 rules give no form number.
2. If the visitor is under 18, a parent or guardian must sign.
3. The Unit Team checks the file and runs a criminal background check (NCIC). No one is added to the permanent list before the check clears. Anyone with a criminal record is decided by the Warden.
4. The Unit Team tells them who was approved. **They** tell you. Do not drive until you are approved.
5. Ordinarily the list holds **no more than 20 people**, with no more than 10 friends and associates. Friends must have known them before prison unless the Warden makes an exception.
6. The list can be updated **once a month**.

7. Transferred from another federal prison? The old approved list is not approved a second time, if the file shows the checks were done.
8. New arrivals and holdovers with no list: only confirmed immediate family can visit, and you need proof such as a birth certificate.

Fill out the visiting form for Coleman I

[1]

DRIVING DIRECTIONS (FROM THE BOP)

PHONE (FROM THE VISITING RULES)	Coleman I: (352) 689-6000.
ADDRESS (FROM THE VISITING RULES)	846 NE 54th Terrace, Coleman, FL 33521.
FROM THE SOUTH (I-75 NORTH), PER THE 2024 RULES	Take I-75 North to Exit 321. After the exit, turn right onto Highway 470 East. Follow Highway 470 East to Highway 301 (a Cumberland Farms store will be facing you). Turn left, going north on Highway 301. Stay on Highway 301 North. At the stoplight, turn right onto Highway 470 East (it is the same road continuing) and go about 3 miles.
FROM THE NORTH (I-75 SOUTH), PER THE 2024 RULES	Take I-75 South to Exit 321. After the exit, turn left onto Highway 470 East. Follow it to Highway 301 (a Cumberland Farms store will be facing you). Turn left, going north on Highway 301. Stay on Highway 301 North. At the second caution light, turn right onto Highway 470 East and go about 3 miles.
FROM ORLANDO AIRPORT, PER THE 2024 RULES	Go north on Airport Blvd to SR-528, Exit 1B toward I-Drive / I-4 / Florida's Turnpike. Take the Florida Turnpike north (toward Ocala) from Exit 259. Go north on the Turnpike to Exit 296 (Highway 470). Turn left at the end of the exit ramp onto Highway 470. Go about 3 to 4 miles. The complex entrance is on the right.
TAXI	The 2024 rules list Midstate Taxi at (352) 748-2222. The 2012 handbook lists the same number, plus Mom's Taxi (352) 793-3749 and Greyhound (Tavares) (352) 343-4511. Call before you rely on any of them.

Street address for your GPS: 846 Ne 54th Terrace, Sumterville, Fl 33521. [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 COLEMAN I

Rules dated **October 1, 2024** (2 years old)

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

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

Skirts and dresses	Clothing must reach the knee while standing (0 inches above).
Shorts	Not in the written rules.
Colors to avoid	No khaki clothing similar to inmate attire. No green clothing similar to inmate attire.
Leggings, spandex	No spandex. No overly tight-fitting clothes.
Bras and metal	Women should avoid underwire bras; may not clear metal detector.
Camouflage, military	No camouflage clothing.
Shoes	No open-toed shoes.
Children	Not in the written rules.

ALL 19 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- Clothing must reach the knee while standing (0 inches above).
  BOP wording: "must be at the knee while standing."
- No sleeveless tops.
  BOP wording: "sleeveless tops, overly tight fitting clothes,"
- No plunging necklines.
  BOP wording: "plunging necklines, open toed shoes,"
- No halter tops.
  BOP wording: "Halter tops, wrap- around skirts, spandex, caps, hats,"
- No see-through garments.
  BOP wording: "See through garments, sleeveless tops, overly"
- No overly tight-fitting clothes.
  BOP wording: "overly tight fitting clothes, plunging necklines, open toed shoes,"
- No spandex.
  BOP wording: "spandex, caps, hats, and clothing with logos"
- No bathing-suit type attire.
  BOP wording: "bathing-suit type attire will not be permitted."

COLORS AND UNIFORMS

- No khaki clothing similar to inmate attire.

BOP wording: "No khaki or green clothing similar to inmate attire"

- No green clothing similar to inmate attire.
  BOP wording: "No khaki or green clothing similar to inmate attire"
- No camouflage clothing.
  BOP wording: "camouflage clothing is to be worn by visitors inside the Visiting Room."

BRAS, UNDERWEAR AND METAL

- Women should avoid underwire bras; may not clear metal detector.
  BOP wording: "Women should avoid wearing underwire bras since they may not clear the metal detector."

SHOES

- No open-toed shoes.
  BOP wording: "Open toed shoes are not permitted."

HATS, HOODS AND COATS

- No caps or hats.
  BOP wording: "caps, hats, and clothing with logos"

EVERYTHING ELSE

- No clothing with logos that may indicate gang affiliation.
  BOP wording: "clothing with logos that may indicate gang affiliation"
- No wrap-around skirts.
  BOP wording: "wrap- around skirts,"
- No garments exposing private parts of the body.
  BOP wording: "or garments that expose private parts of the body will not be permitted"

IF THEY SAY NO

- Provocative attire by men or women is reason to deny visiting.
  BOP wording: "Provocative attire worn by men or women is reason to deny visiting."
- Operations Lieutenant decides whether visitor is appropriately dressed.
  BOP wording: "The Operations Lieutenant will proceed to the Front Lobby area and determine whether the visitor is dressed appropriately."

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 Coleman I
P.O. Box 1033
Coleman, Fl 33521

Put their name, register number and **unit** on the envelope. The BOP facility listing gives the inmate mailing address as **P.O. Box 1033, Coleman, FL 33521**. The 2012 handbook shows P.O. Box 1033 with two different ZIP+4 codes (33521-0879 and 33521-1033) and P.O. Box 1027 on its cover. Use the address your loved one gives you. [2]

Use the P.O. Box only. Never mail to the street address (846 Ne 54th Terrace, Sumterville, Fl 33521).

MAIL DAYS	Mail is collected Monday through Friday, not on holidays. [2]
OPENED AND CHECKED	Staff open and check all incoming mail for contraband. [2]
THEIR LETTERS TO YOU	Outgoing general mail may **not be sealed**. It must have a return address with their name, register number and unit, or it is not processed and is sent back. The handbook says they print mailing labels through the TRULINCS computer system. [2]
LEGAL MAIL	Opened in front of them if the front says "Special Mail - Open only in the presence of the inmate" (or similar) and the sender is clearly identified. Mail from a judge's chambers or from a member of Congress does not need the marking. [2]
BOOKS AND MAGAZINES	Hardcover books and newspapers only from the publisher, a book club or a bookstore. They may keep no more than **5 books, 3 magazines or 1 newspaper**. [2]
PACKAGES	Mail that weighs 16 ounces or more and holds more than paper counts as a package and needs approval before it arrives. Package approvals are accepted for release clothing only, plus certain health and religious items. [2]
REJECTED MAIL	Mail can be rejected for things like obscene or vulgar statements, threats, talk of criminal activity, signs of escape, codes, or nude photographs. [2]
MONEY	Never put money in a letter. The mail room no longer accepts it and sends it back. It goes to the BOP lockbox in Des Moines, Iowa (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. COC 5267.09E, Visiting Regulations, FCC Coleman (October 1, 2024) bop.gov/locations/institutions/cop/cop_visit.pdf
2. FCC Coleman USP-1 Admission and Orientation Handbook (last updated November 2012) bop.gov/locations/institutions/cop/cop_ao-

handbook.pdf