

INMATE MAIL

- ❑ **Letters only**
- ❑ **Photographs:**
Only 5 photographs can be selected by inmates to keep in their cellblock, additional photographs will be placed with their property box.
- ❑ **Monies in any form will not be accepted.**
- ❑ We **do not** receive mail on Saturdays. Mail arrives Monday through Friday in the afternoon and will be processed and handed out to the inmates the following morning.

PROHIBITED MAIL

- ❑ **Packages**
- ❑ **Sexually explicit photos**
- ❑ **Polaroid pictures**
- ❑ **Blank paper**
- ❑ **Envelopes**
- ❑ **Stamps**
- ❑ **Newspaper clippings**
- ❑ **Xerox copies**
- ❑ **Computer print-outs**
- ❑ **Stickers, glue or tape**
- ❑ **Stains: i.e. Lipstick, coffee**
- ❑ **Greeting cards must not be of hard plastic or have glitter on them.**
- ❑ **Books, Magazines**

The Yamhill County Correctional Facility is a small community within the community. It provides many of the same services that you have in your community. Doctor and dentist care, a commissary, social and educational programs as well as drug and alcohol and psychological counseling. Some of these services, like ordering from the commissary and visits are considered privileges. These privileges can be lost for poor behavior.

The Work Release Center provides dormitory style housing for up to 50 inmates. Sentenced inmates enrolled in the work release program live in the work release center but are released each day to go to regular jobs. By keeping their jobs while serving their sentence, these inmates can support their families and pay court-ordered restitution to the victims of their crime.

Sentenced inmates who meet the requirements are assigned to the sheriff's work crew. These inmates perform community service projects throughout the county. In exchange for their labor, the inmates can be credited with reduction of their sentence based on work performed.

All meals are prepared in the **jail kitchen** by inmate workers. Two cooks supervise the kitchen workers who prepare and serve over 18,000 meals per month. Inmate workers also clean the kitchen. As with the work crew, kitchen workers can be credited with a reduction of their sentence.

The laundry room is manned by one inmate worker who washes, folds and maintains all jail clothing and bedding.



Corrections Facility

**Jail Commander
Captain Ron Huber**

"The mission of the Yamhill County Sheriff's Office is to provide our citizens with high quality law enforcement services in an ethical and fiscally responsible manner".

SHERIFF JACK CRABTREE
Yamhill County Sheriff's Office
535 NE 5th Street
McMinnville OR 97128
(503) 434-7507 Ext 2

CANTEEN MONEY

- Canteen orders for inmates are placed on Monday. Monies need to be posted on the inmates account **no later than 6:00 a.m.** Monday mornings.
- You have 3 options to put money on an inmate account. Online and/or by phone (credit/debit cards only), please refer to the insert. You can also come to the jail and use the kiosk in the lobby. The kiosk will accept credit and debit cards as well as cash.
- Please note that all transactions have a minimum convenience fee of \$ 5.00. If you use a credit/debit card you also need to add 3.5%.

TELEPHONES

- The inmate can make collect calls only. The inmate **can not** receive phone calls.
- The inmate phone system is GlobalTel Link; you may reach them at 1-877-650-4249.

PROPERTY RELEASES

- The inmate may release property or money. The inmate has to fill out a release authorization form which is valid for 30 days. We **can not** release anything without this form signed by the inmate.
- Exchange of clothing can also be authorized with this release form.
- **No** property will be accepted for inmates.

BAIL

- During **regular business** hours (m-f, 8:00 a.m. – noon and 1:00 p.m. – 5:00 p.m.) bail can be posted at the Trial Court Clerk’s Office, Room 135 in the Courthouse, 1st floor. Exceptions are municipal court bail.
- **After** business hours you can post bail at the jail using the kiosk in the lobby. You may post bail at **any time** online and/or by phone, please see insert.
- If the inmate has a hold for another county we can accept bail money for that county.
- Bail for municipal courts can be posted at that specific court or at the jail, online or by phone.

MEDICAL

- Prescriptions and medical supplies will be accepted. You may bring them to the visiting area and we will write a receipt.
- Medication is dispensed at the discretion of the medical staff.

FREQUENTLY REQUESTED PHONE NUMBERS

Work release office	503-434-7507 X 4481
Community corrections	503-434-7513
Release office	503-434-7432
Court docketing	503-434-7490/7489

VISITATION RULES AND REGULATIONS

- No one under 18 is allowed into the facility.
- **The inmate** has to provide a list of names (**not** to exceed five) for approval.
- Only people on the visiting list will be allowed to visit.
- Visitors who are on any kind of supervision (probation/parole) need written permission from their supervising officer in order to visit.
- Visiting days are determined by the cellblock inmates are housed in.
- You must call **the day before**. Visits can be scheduled for 15 or 30 minutes, a maximum of 2 visitors per 15 minutes.
- Be early, if you are late by **“our”** clock your visit will be cancelled.
- You need to show valid picture ID.
- No articles are allowed in the visitation room. Purses etc. need to be put in the locker that requires a quarter which is refundable.
- Visitors wearing inappropriate clothing will not be allowed to visit.
- At the **inmate’s** request, special visits may be authorized in emergency situations by a supervisor.