

VISITATION RESTRICTIONS

It is the policy of the Webster Detention Center that **prior misdemeanor arrests** for offenses other than minor traffic violations or first offense Disorderly Conduct will prevent a person from visiting at this facility until two years have passed from the original date of arrest. ***This means that if you have been arrested in Richmond County, Georgia in the last 24 months, you will not be allowed to visit.*** Those persons previously arrested for a **violent felony** offense may not visit at any time. Those persons previously arrested for a **non-violent felony** may be allowed to visit after five years from the date of arrest (*Exceptions may be granted by the Major or his designee*). All visitors are asked to be courteous and considerate of others while you are here. Visitors should maintain a low tone of conversation while in the lobby and respect other visitors and inmates while in the Visitation Booths. ***Children under the age of 14 may not be left unattended in the Lobby during Visitation.***

INMATE MAIL

Incoming mail (non-legal) may be opened and inspected. All non-legal correspondence should be typed or hand-written, and be of a personal nature. Any envelope that contains ANYTHING other than a written or typed personal letter will be returned to the sender. Mail from any other detention facility and GREETING CARDS will be returned.

Suspicious or questionable mail may be returned, while mail that contains contraband will be seized.

Address all letters as follows:

Inmate's Name
CBWDC
1941 Phinizy Road
Augusta, GA 30906

**DO NOT SEND MONEY
OR STAMPS THROUGH
THE U.S. MAIL!**

INMATE TELEPHONES

Inmates are allowed to use the "collect call" telephone system at this facility. Inmates who are in Disciplinary Segregation are not allowed to make general phone calls. Persons who experience trouble accepting calls from an inmate or have questions about their bill may wish to contact Bealls Communications Group at 877-523-2557. *Inmates are also able to purchase Phone Cards, which allow them to make calls that are not "collect."*

Collect Call Price Breakdown

Local Calls (up to 15 minutes)	\$2.70
Long Distance-Georgia (price depending on distance of call)	\$4.85
Long Distance-Out of State	\$3.75

PUBLIC RELATIONS

It is the policy of the Richmond County Sheriff's Office that employees will not use discourteous, abusive, or insulting language in any circumstance during the performance of their duties. Officers will enforce the rules of the Jail impartially and professionally.

GENERAL INFORMATION

If you have a question regarding the Visitation Policy, ask the **Visitor Center** personnel. If these employees are unable to answer your questions, ask to speak with a Shift Supervisor.

If you have questions concerning a release date, bail amount, sentence information, or have other inmate-related inquiries, you may call the **Booking Desk** anytime.

Serious inquiries or requests for policy exceptions should be made by calling **Jail Administration**, between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Jail Administration	706-821-1113
Booking Desk	706-821-1110
Visitor Center	706-849-3642
Nurses Station	706-849-3625
Inmate Phone Service	877-523-2557

Charles B. Webster Detention Center General Guidelines and Information

1941 Phinizy Road • Augusta, Georgia 30906
Phone (706) 821-1101 • Fax (706) 821-1632



The CBWDC Visitor Center provides the following services –

- **Bonding & Release Processing**
- **Family Visitation**
- **Deposit Account Kiosks**
- **Attorney Privacy Booths**
- **General Information**



Richard Roundtree, Sheriff
Patrick Clayton, Chief Deputy
Major Robert Leverett
Captain Sheila B. White
Captain William H. Reeves

For On Line Inmate Inquiries Visit
www.richmondcountysheriffsoffice.com

INMATE COMMISSARY

Inmates are allowed to order food, beverage, hygiene items, clothing, stamps, Phone Cards, OTC medication and other personal items on a weekly basis.

- ◆ Inmates will place Commissary orders no later than lockdown on Sunday nights, and receive approved orders on Tuesdays.
- ◆ In order for an inmate to purchase items, they must have money in their account.
- ◆ Money may be deposited into an inmate's account at any Lobby Kiosk, or as listed below:
 - On the Internet: www.mycarepack.com
 - Over the Telephone: 866-394-0490
- ◆ Inmates may spend a limit of \$50 per week on food & beverage, and \$25 per week on hygiene and other personal items.

No money, stamps, or packages will be accepted by the Jail for any inmate. THERE ARE NO EXCEPTIONS

INDIGENT INMATES

Inmates who have an account balance of ten dollars or less for a two-week period may be considered indigent, and may submit a kiosk commissary order for an indigent pack.

ISSUED ITEMS

When initially incarcerated, inmates are issued personal hygiene items (toothbrush, toothpaste, shampoo, soap, deodorant, etc.). Inmates are also issued uniforms and linen items (towel, washcloth, bed sheets, and blankets).

COURT CLOTHING

Court clothes are limited to one change of clothing and must be taken to the Visitor Center. Court clothes should be picked up (within a reasonable period of time) at the Property window in Jail Administration, located inside the main building.

No Smoking!

WITHIN 50 FEET OF ANY BUILDING

The Charles B. Webster Detention Center is a smoke-free facility. Tobacco and tobacco-related products are not allowed, as they are considered CONTRABAND items.

MEDICAL SERVICES

While incarcerated at the Webster Detention Center, inmates receive in-house medical, dental, and mental health treatment through the current medical contractor, which is Correct Care Solutions (CCS). *Note: Prescription glasses, dentures, or similar items may be brought to the Main Lobby Information Desk.*

FAMILY VISITATION POLICY

Inmate Visitation is a privilege. Inmates who become disciplinary problems or security risks will not be allowed to receive visitors. Inmates who violate the *Inmate Wristband Policy* will not receive visitors (other than legal visits).

- ◆ **Inmate Visitation is conducted seven days per week.**
- ◆ Inmates may only receive one (1) 30-minute visit per visitation day, and no more than three (3) visits per week (one visitor at the time).

◆ It is the inmate's responsibility to submit a Visitation Request as well as notify the visitor. An inmate can have five visitors on his/her list at one time, only one of those being someone outside of their immediate family. Immediate family consists of mother, father, sister, brother, son, daughter, grandparent, and spouse. **Jail employees will not relay messages to inmates pertaining to visitation, nor will they provide information to visitors over the phone as to the Visitation Request form.**

◆ Visitor Center (Video Visitation) visits are immediate – on a “first come, first served” basis. **The hours are 8 a.m. – 12 noon, Saturday & Sunday, and 9:30 a.m. – 2:30 p.m. Monday through Friday. The Visitor Center needs to be clear of visitors by these ending times, therefore the last visitor will be signed in 45 minutes prior to the end of visitation hours.**

◆ All visitors must be at least 17 years of age.

◆ Visitors must provide VALID identification. VALID identification is described as “any document issued by a governmental agency containing a description, photograph, and date of birth and includes, without being limited to, a passport, military identification card, driver's license, or an identification card authorized under Georgia law.” ***Cracked, broken, photocopied or illegible ID's will not be accepted – they are not VALID.***

◆ **Proper attire is required.** No low-cut blouses, tank tops, short skirts, short dresses, tight-fitting pants or shirts, or any other form of provocative dress will be allowed. Ladies blouses must have sleeves. Shirts must not expose midriff when sitting down. If you are denied a visit due to a dress-code violation, you may not return on the same day with different clothes on. **Jail Administration & Visitor Center Officers reserve the right to deny admission to any person requesting to visit any inmate.**

If you attempt to visit under false pretenses, you will be barred from any and all future visits.