

File No. 44-1987-1A-123

Date Received

From
(NAME OF CONTRIBUTOR)

(ADDRESS OF CONTRIBUTOR)

(CITY AND STATE)

By
(NAME OF SPECIAL AGENT)

To Be Returned Yes
 No

Receipt given Yes
 No

Description:

Serial
44-1987-Sub J-348

JEFFERSON CITY, MISSOURI

MISSOURI STATE PENITENTIARY
WRITE ON THIS SIDE OF SHEET ONLY

DATE 10-24-66

To: Earl C. Biggs
TO: B.L.G.
STREET AND NUMBER: 1121
CITY: Jefferson City
STATE: Missouri
RELATIONSHIP: Prisoner

FROM: James E. Ray
00416
REGISTER NO.
BOX 900, JEFFERSON CITY, MISSOURI 65102
HALL: B.B.
CELL NO. 9

Dear Sir;

On or about the 7 of Sept 1966 I was committed to the Biggs Building on order of the Cole County Circuit Court on my arrest at Biggs Building. I had with me my trial transcript and other legal papers valued at about \$300.00. I described them in a prison book. Mr. Perry said I could not take them to the wall if they would be kept in my personal property room during Biggs. Mr. Perry said they could not find them and that they would have sent back to the prison. The officials said they would return them if they would appreciate it if you would have someone to see if they could find the property and I can't replace it. I know before I left the receiving office it was put in a deep drawer in the receiving office.

J. Ray

James E. Ray

... has made the proper request for issuance of a visitor's pass to his private visitors. All visitors must possess a visitor's pass issued from the institution. Identification will be required. The pass is valid only for the person whose name appears on the pass. Visits at the institution are permitted every day except Monday, between 9 a. m. to 1 p. m. Men assigned to the Sawmill Farm are permitted visits only on Saturdays and Sundays. Their visitor must notify the institution 24 hours in advance of the intended visit. Children of inmates may be permitted, if conditions permit. Nieces and Nephews may be denied due to the limited visiting facilities. Men are permitted four (4) visits per month. Visits in the hospital are limited to Mother, father or wife, the length of the visit dependent on the condition of the inmate. No article will be brought into the institution. On the farms a family lunch may be prepared, subject to inspection. No one having served a sentence in a correctional institution will be permitted to visit. Anyone having the odor of an alcoholic beverage on their breath will be denied a visit. Visiting passes are issued at the request of the inmate. Do not write for a visiting pass.

CORRESPONDENCE: All correspondence for men whose assignment is in any way connected with the State Penitentiary must be addressed giving the man's name, register number, Box 900, Jefferson City, Missouri, 65102. This affects men who may be assigned to the Sawmill Farm, Benz Farm, Church Farm, Fordland Honor Camp or any other outside unit as well as men at the main institution. The inmates are permitted to write two letters per week. Improperly addressed mail will be returned to the sender. Incoming letters shall not exceed two (2) pages of paper not exceeding the normal 8 1/2 x 11 inches, and shall not be written on but one side. Only approved correspondents will be permitted to receive letters from the inmate. Enclosures in the letter will prohibit its delivery—news clippings, etc.

MONEY: All money sent an inmate must be in the form of a postal money order, express or cashier's check made payable to the Treasurer, Missouri State Penitentiary. The order is to be placed in an envelope addressed to the inmate. All money orders must bear the name and address of the sender or they will not be credited to the inmate. Personal Checks and Cash will not be accepted. Money will only be accepted from members of the inmates family, exceptions to this ruling must be approved by the Warden.

PACKAGES: No package will be received at the institution. Occasionally the men will be permitted to receive various items. However, notice of this authorization will be transmitted from the institution. Items which are normal necessities are available in the inmate's canteen for purchase by the inmate. Local newspapers must come direct from the publisher to the inmate. All magazines must first be approved by the Associate Wardens Custody or Treatment. No item will be accepted from the home.

ALL ITEMS received at the institution are subject to the approval of the Warden or the Associate Wardens—Custody and Treatment.

FORDLAND HONOR CAMP: All regulations listed apply to this unit. Visits for the Honor Camp are conducted only on Saturdays and Sundays. Mail for men assigned to this unit must be posted Box 900, Jefferson City, Missouri 65102.

Do not attempt to visit any man at the institution unless you have a pass

4-1-60
J. H. ...
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