


NOTICE OF CHANGE TO MAIL PROCEDURES

Effective OCTOBER 1, 2022, Personal Mail will no longer be accepted by Norfolk County Correctional Center.

All Personal Mail must be addressed in the following manner:

Full Name	
Address	
City, State, Zip code	
Inmate Name and ID#	
C/O Securus Digital Mail Center-Norfolk County MA	
PO BOX 1236	
Lebanon, MO 65536	

Once the mail is received at the Securus Digital Mail Center, it will be digitally scanned and available to be either be viewed on tablets and/or kiosks.

Failure to properly address the envelope may result in your mail being returned or delayed.

Pictures, drawings etc. will be accepted for scanning, printed, and delivered in the same manner.

Anything that cannot be scanned will be returned to sender. This includes, but is not limited to, paper that exceeds 14X8 inches and all non-paper items.


All packages and certified mail will be returned to sender.

Any person sending any personal mail that wishes to have it returned to them must include a self-addressed, stamped envelope included with the original mail.

The following items must be mailed directly to the facility:

- A. Legal Mail**
- B. Publications**-Directly sent in from a publisher, distributor, or authorized retailer (as described in the Inmate Handbook and facility procedure)
- C. Money Orders**

These must be addressed directly to the facility, as follows:

Full Name	
Address	
City, State, Zip Code	
Inmate Name and ID#	
Norfolk County Correctional Center	
200 West St. P.O. Box 149	
Dedham, MA 02027	