



St. Clair County Sheriff Dept.

Jail Division

Notice Of Change To DETAINEE MAIL

Effective January 01, 2022 detainee personal mail will no longer be accepted by St. Clair County Jail

All Personal Detainee 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-St. Clair County Jail
	PO BOX 1296
	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 or printed and delivered by the facility.

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

Pictures and drawings will be accepted for scanning, printed and delivered in the same manner. Any inappropriate pictures, drawings and etc will not be accepted.

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.

No packages will be accepted at Securus Digital Mail Center

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 St. Clair County Jail:

LEGAL MAIL

PUBLICATIONS-Directly sent in from a publisher, distributor, or authorized retailer (as described in the Inmate Handbook and facility procedure) ***Legal, Educational & Religious Soft Cover Books ONLY Will Be Accepted***

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

Full Name	
Address	
City, State, Zip Code	
	Inmate Name and ID#
	St. Clair County Jail
	700 N. 5 th St.
	Belleville, IL 62220