



The Commonwealth of Massachusetts  
**County of Plymouth**  
**Sheriff's Office**  
 Plymouth County Correctional Facility

26 Long Pond Road  
 Plymouth, MA 02360  
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 www.pcsdma.org



Joseph D. McDonald, Jr  
 Sheriff

Gerald C. Pudolsky  
 Special Sheriff

## **NOTICE OF CHANGE TO MAIL PROCEDURES**

Date: June 1, 2024  
 To: All Inmates / Detainees Housed at the  
 From: PCCF Superintendent A. Moniz

Effective June 1, 2024 Personal Mail will no longer be accepted by the Plymouth County Sheriff's Office at the Plymouth County Correctional Facility.

**All Personal Mail must be addressed in the following manner:**

Full Name	Inmate / Detainee Name
Address	Plymouth County, MA Jail
City, State, Zip code	C/O Securus Digital Mail Center
	PO Box 21567
	Tampa, FL 33622

Once the mail is received at the Securus Digital Mail Center it will be digitally scanned and then delivered to the inmate / detainee.

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

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

A return name and address must also be placed on the envelope, failure to properly address the envelope will result in the mail being returned to sender.

Anything that cannot be scanned will be returned to the sender. This includes but is not limited to paper that exceeds 8.5x 11 inches and all non-paper items.

All packages and certified mail will be returned to the sender.

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

All physical mail will be destroyed 60 days after it is uploaded.

**The facility will continue to accept:**

**A. Legal Mail**

**B. Publications**-Directly sent in from a publisher, distributor or authorize 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	Inmate's Full Name and ID #
Address	Unit and Room #
City, State, Zip code	PCCF
	26 Long Pond Road
	Plymouth MA 02360

**Inmate Accounts** are also available for deposit in the facility lobby using the kiosk and on-line as they currently are.

\*\*\*No other mail procedures changes will take place at this time\*\*\*