



**OFFICE OF THE SHERIFF
ORLEANS COUNTY**

400 Public Safety Bldg.,
13925 State Route 31
Albion, New York 14411-9386

CHRISTOPHER M. BOURKE
SHERIFF

Orleanscountyny.gov/sheriff

DONALD DRAPER
UNDERSHERIFF

ROBIN E. RIEMER
CHIEF DEPUTY

SCOTT D. WILSON
JAIL SUPERINTENDENT

Administrative Offices :
P-(585) 590-4142
F- (585) 590-4178

911/Communication Center :
P- (585) 589-5527
F- (585) 589-6761

County Jail:
P-(585) 589-4310
F- (585) 589-2522

Incarcerated Individual Correspondence

Incarcerated individual's may send and receive mail from family members and friends.
The following protocols will be followed for all incoming correspondence:

1. All incoming correspondence is subject to being searched for contraband.
2. All incoming correspondence including photographs will be photocopied at the expense of the facility prior to being delivered to the incarcerated individual. This also includes all photographs with the exception of photos that are sent directly from a company that provides such services (Shutter fly, Free Prints, Etc.).
3. All incoming legal privileged correspondence will be photocopied only in the presence of the incarcerated individual.
4. All original correspondence will be placed in the incarcerated individual's property storage until they are released or transferred to another facility.
5. All incoming correspondence must have the incarcerated individual's full name and return address. The proper mailing address for the facility is listed below.

Prisoner Name
Orleans County Jail
26 South Platt Street
Albion, NY 14411