



Superintendent
Chris Brackett

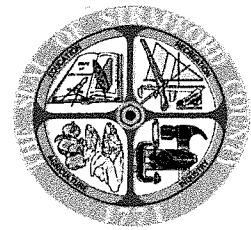
Security Captain
Robert Hayden

Administrative Captain
Gwen Weisgarber

Programs and Education
Jake Collins

**STRAFFORD COUNTY
DEPARTMENT OF
CORRECTIONS**

266 County Farm Road
Dover, New Hampshire 03820
Telephone: (603) 742-3310
Fax: (603) 742-2192



TO: All Incoming Legal Representatives

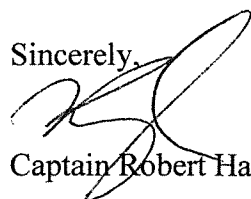
Date: November 14th, 2019

RE: Transfer of Electronic/Paper Content and Use of Devices for Professional Visitation

Please Read and Acknowledge the Following Statement,

- All incoming content for delivery to any inmate from yourself or your office (In either electronic and/or paper form) is to arrive at the facility via United States Postal Service or in the drop box provided in Reception for delivery according to Strafford County DOC policy and procedure. The drop box will be available during normal business hours and distributed in the same manner as mail arriving via USPS. This includes discovery. ***Hand delivery of incoming materials is not an authorized form of transfer.***
- All legal counsel are authorized to bring a laptop/tablet in to a professional visit provided the following:
 - There is no direct transfer of information to an inmate "flash drive."
 - The electronic device does not access the internet and/or phone carrier at any point during the visit.
 - There is no attempt by any party to circumvent security via use of the device.

Sincerely,



Captain Robert Hayden

Prior to signing this document and participating in professional visitation, verify that you have read and agree to the above statements. Failure to comply will result in administrative action up to and including restriction of professional visiting privileges. This form will be kept on file at SCDOC, and you may request a copy for your records.

Signature

Print Name

Date