



Community Reintegration Center
Milwaukee County
Chantell Jewell • Superintendent

Milwaukee County Community Reintegration Center Addendum for books and periodicals

Mail Policy addendum for CRC to be added regarding books and periodicals.

1. All periodicals, including newspapers and magazines, will be accepted only if they are mailed directly from the publisher to a named resident.
2. Only books mailed directly from the publisher to a named resident will be accepted. In addition, for a book to be accepted, the sender must be confirmed by the Milwaukee County CRC to be a bona fide book publisher, and books sent by a publisher with a confirmed history of sending contraband into a custodial setting will be rejected.
3. All periodicals and books must be in soft cover to be accepted.
4. Any mail that is deemed to jeopardize the safety of staff, visitors, or residents or otherwise pose an unreasonable disruption to the orderly operation of the Milwaukee County CRC, including but not limited to any publications or books that contain pornographic or weapons-related content will be rejected.
5. No packages will be accepted from online shopping stores.
6. When a book or periodical is rejected under this policy, notice will be sent to both the intended recipient and the sender, notifying the intended recipient and the sender of the reason or reasons for the rejection and that the sender has the right to appeal the rejection in writing within (14) days to the Superintendent or her designee. The intended recipient retains the right to appeal any such rejection of a book or periodical under the grievance process. The Milwaukee County CRC will hold any rejected book or periodical pending such an appeal.