



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 4100 • Olympia, Washington 98504-1100

Date

Recipient's name
Address
City, State Zip code

Dear Name:

We understand and appreciate the positive influence that friends and family have on those that are incarcerated. The visiting program is an important part of our commitment to maintaining familial ties. However, in some cases, participation in this program is not appropriate.

Your Visit Privileges have been:

- Suspended - This suspension will be in effect from through .
- Terminated - A termination of your visit privileges is now in place, you are no longer able to visit at any Washington State Department of Corrections facility.

The reason for this action is:

- You provided false or misleading information
- You have been identified as being involved in the introduction of contraband
- You have violated Policy 450.300 Visits for Incarcerated Individuals
- Other:

If you believe this action is in error, you may submit a written appeal to the Assistant Secretary for Prisons at P.O. Box 41118, Olympia, WA 98504-1118 or e-mail at doccorrespondenceunit@doc.wa.gov.

Sincerely,

Name, Choose an item.
Facility Name

XX:xx

cc: Headquarters Visit Unit
 Electronic file