



# NEW MEXICO CORRECTIONS DEPARTMENT

MICHELLE LUJAN GRISHAM, GOVERNOR

Alisha Tafoya Lucero, Cabinet Secretary

## Memo

To: Offender Families

From: New Mexico Corrections Department

Date: 12/29/2021

Re: Inmate Mail Changes

---

Beginning February 1<sup>st</sup> 2022, personal mail will no longer be accepted at state-run prison facilities. All personal mail for inmates at these facilities should be addressed to the following for processing:

**Inmate name and NMCD #**  
**C/O Securus Digital Mail Center - NMCD**  
**PO BOX 25397**  
**Tampa, FL 33622**

Lea County Correctional Facility and Otero County Prison Facility, the two privately operated facilities, will continue to accept personal mail. Any personal mail for individual's at state-run facilities that is not sent the above address after January 31, 2022 will be returned to sender.

At all private and state-run facilities moving forward, mail will no longer be accepted that is comprised of cardboard or other rigid parchment incapable of running through the scanner. For example, USPS postal rigid express envelopes that lay flat but do not bend without creasing would not be accepted and magazines will not be accepted.

All mail must be properly addressed with identification information to clearly identify the inmate in custody. Mail will be returned to sender if information is insufficient to reasonably determine the identity of the inmate for whom it is intended.

Cash and personal checks will not be accepted through the mail and any mail containing cash or personal checks will be returned to sender. Packages mailed to inmates will not be accepted, but will be returned to sender unopened.

Items that are impossible to inspect without destruction will be returned to sender such as glued items, greeting cards. An items that are not accepted will be returned in their entirety to the original sender.

Privileged mail (legal mail) must come from the following persons: licensed attorney, judges and clerks of any federal, state or local court and must have official markings on the outside of the envelope and will be opened in the presence of the inmate and checked for contraband. Any mail otherwise designated "privileged" loses the status if it arrives via an intermediary.

All legal mail, cashier's checks and money orders will still be sent to the applicable facility address.



# NEW MEXICO CORRECTIONS DEPARTMENT

MICHELLE LUJAN GRISHAM, GOVERNOR

Alisha Tafoya Lucero, Cabinet Secretary

## State-operated prison facility mailing addresses (For legal mail and money orders ONLY)

Central New Mexico Correctional Facility  
P.O. Drawer 1328  
1525 Morris Road,  
Los Lunas, New Mexico 87031-1328

Guadalupe County Correctional Facility  
PO BOX 520  
Santa Rosa, New Mexico 88435

Northeast New Mexico Correctional Facility  
185 Dr. Michael Jenkins Road  
Clayton, New Mexico 88415

Penitentiary of New Mexico  
P.O. Box 1059  
Santa Fe, New Mexico 87504-1059

Roswell Correctional Center  
578 W. Chickasaw Road  
Hagerman, New Mexico 88232

Springer Correctional Center  
P.O. Box 10  
Springer, New Mexico 87747

Southern New Mexico Correctional Facility  
P.O. Box 639  
1983 Joe R. Silva Boulevard  
Las Cruces, New Mexico 88004-0639

Western New Mexico Correctional Facility  
P.O. Drawer 250  
Grants, New Mexico 87020

## Privately-operated prison facility mailing addresses (For all personal mail, legal mail and money orders)

Lea County Correctional Facility  
6900 West Millen  
Hobbs, New Mexico 88244

Otero County Prison Facility  
10 McGregor Range Road  
Chaparral NM 88081