

MELBOURNE CUSTODY CENTRE

520 Lonsdale Street
Melbourne Vic 3000
All Inquiries: 9628-7888

INFORMATION SHEET

VISITS

To book a visit on: **Wednesday:** *Phone 9628-7888 at 9pm on Tuesday*
Saturday: *Phone 9628-7888 at 9pm on Friday*
Sunday: *Phone 9628-7888 at 9pm on Saturday*

VISITING TIMES:

Wednesday 6pm to 8pm (evening only)
Saturday 9am to 4pm
Sunday 9am to 4pm

Any person who is currently banned from entering a prison or is on Bail will not be permitted to enter The Melbourne Custody Centre.

- All visits must be pre booked the night before the actual visit.
- Visitors are required to produce 100 points of identification. Photo ID such as driver licence or passport. **NO ID - NO ENTRY.**
- Only 1 visit per prisoner, per day is allowable. Maximum 3 visitors per visit.
- Visits are held in a non contact booth
- Duration of visit will be 30 minutes

LETTERS

- All letters must be in **English**. Letters containing offensive or graphic descriptions (words or pictures) will not be distributed to prisoners.
- No photos & no stickers to be attached or included.
- Letters can be dropped off at the Centre at anytime. Letters can be posted, using the address above.

CLOTHING EXCHANGE

- Tuesday and Thursday evening between 7:30pm and 8:30pm and Sunday between 10am – 12.00noon & 2.00pm – 3.30pm
- No appointment is necessary
- Only one set of clothing is permissible per prisoner, per exchange.

- You will need to provide Photographic Identification at the time of the exchange.
- You will be required to wait for the return of the soiled clothing (approx. 10 mins)
- The following articles are not accepted:
 - **Branded clothing e.g. Nike, Adidas, CK, Jag, etc...**
 - **Jackets**
 - **Food**
 - **Literature**
 - **Cord** (i.e. in waist band of pants or jackets)
 - **Lined track pants**
 - **Footwear**
 - **Personal effects**
- There may be occasions where The Centre may have to cancel clothing exchange at short notice due to unforeseen operational requirements. We apologise for the inconvenience that the cancellations may cause.
- The Centre advises to phone just prior to bringing in clothing for the clothing exchange due to the fact that it can be cancelled at short notice.

DURATION OF STAY

- Personnel at The Melbourne Custody Centre have no control over prisoner movements or the length of time Prisoners are to be held at the centre.
- Duration of stay is variable, up to 30 days, according to the individual prisoner.
- To locate a prisoner that has been moved from the centre call Prisoner Location Enquiries 8684 6600.

SALVATION ARMY

Salvation Army personnel are in attendance at The Melbourne Custody Centre most weekdays and will assist prisoners with personnel phone messages to friends and relatives regarding clothing exchange and visit enquiries.