

### **INDIGENT MAIL/POSTAGE**

Indigent inmates receive their indigent postage credit limit, by ordering prefranked envelopes from the C.I. Store for mailing regular and legal mail. Additional indigent postage credit can only be approved for mail that qualifies as legal mail.

Your mail is being returned for the reason(s) hi-lighted below:

- The mail is not in a prefranked envelope as required by DOC Policy 450.100.
- The mail is addressed to another country and requires additional postage.
- The non-legal mail weighs over one-ounce and you attached a postage transfer for additional postage. You will need to split the contents in to multiple prefranked envelopes to meet the one-ounce limit.
- Greeting cards must be folded and sent in a prefranked envelope. As long as the combined weight of the card and envelopes does not exceed one-ounce and is being mail within the United States, the mail will be processed.