



Lawrenceville Correctional Center
1607 Planters Road
Lawrenceville, VA 23868

Date: November 29, 2022

TO: Secretary of State
1900 Kanawha Blvd E
Building 1 Ste 157-K, Charleston, WV 25305

FROM: Mailroom Supervisor Clark

SUBJECT: UNAUTHORIZED CORRESPONDENCE

The enclosed correspondence and/or item(s) sent to Nathan Griffith, # 1462714 is unauthorized for the following reason(s) Operating Procedure 803.1, *Inmate and Probationer/Parolee Correspondence*:

- Recipient cannot be identified, please address with the full legal name and DOC number
- Correspondence with inmates at the Virginia Center for Behavioral Rehabilitation or in local, state, or federal, adult, or juvenile correctional facilities and jails must be pre-approved by both unit heads
- Third party correspondence is prohibited
- Correspondence containing LVCC staff, contractor, or volunteer personal information (social security number, address, phone number, etc.) is prohibited
- Correspondence, documents, drawings, or symbols of any type that contain or indicate gang/STG identifiers, language, or information is prohibited.
- Coded or encrypted correspondence is prohibited.
- No unauthorized property permitted through the mail.
- No cash, money orders, certified/ cashier's checks, or personal checks permitted ; Only government and business checks are authorized. Amount received was \$ _____, Serial Number(s): (1) _____ (2) _____
- No lottery tickets, blank post cards, stationary, greeting cards, stamps, and unauthorized prepaid postage envelopes permitted.
- No powders, body fluids, or other foreign substances permitted
- Personal photo-books must be received directly from the vendor.
- Correspondence exceeds the maximum of three 8 1/2" X 11" photocopied pages, front and back
- Correspondence or enclosed contents exceed the size limit and require manipulation to photocopy
- No nude/semi-nude personal photographs/pictures are permitted.
- Thumbnail print must be at least 1 1/2" by 1 1/2"
- Exceeds the maximum number of five photographs
- Commercially Distributed Photograph(s) violates *Specific Criteria for Publication Disapproval* _____
(If more than one criteria is violated, list all violations)

Legal Mail must be sent directly to the Central Mail Distribution Center (3521 Woods Way, State Farm, VA 23160)

Other: please include offender's state # 1462714

DISPOSITION

- Item(s) are being returned to sender (enclosed). 11/30/22 LH
- Item(s) were illegal or hazardous and cannot be placed in the mail and are hereby confiscated and will not be returned to you.
- Item(s) purchased by the inmate but review determines they are unauthorized for inmate possession and must be disposed of at the inmate's expense; see Operating Procedure 802.1, *Inmate and CCAP Probationer/Parolee Property*.

By copy of this letter, the inmate or probationer/parolee identified in this action is being notified of this decision. The inmate or CCAP probationer/parolee may appeal this decision in accordance with Operating Procedure 803.1, *Inmate and Probationer/Parolee Correspondence*. If the sender wishes to appeal this decision, they may do so in writing to the Facility Unit Head at the above address. Thank you for your cooperation in this matter

Copy: Inmate or Probationer/Parolee: _____ #: _____ Housing: _____