

To: All Inmates; Family and Friends  
From: Grant County Sheriff's Department  
Subject: Kiosk Service and Change in Inmate Mail Delivery

The Grant County Sheriff's Department has contracted with Smart Communications to install kiosks in all housing units to be made available to inmates for outside and internal communications.

The changes are being made to streamline the operations of the Sheriff's Department, improve communications and ensure the safety and well-being of inmates and staff.

#### MailGuard

To maintain the security and safety of the inmates and staff, effective April 1<sup>st</sup>, 2019 all inmate postal mail must be sent to the following address:

**Smart Communications – Grant County Jail**

**Inmate Name and Inmate I.D. Number**

**1075 Broad Ripple Ave #228**

**Indianapolis, In. 46220**

To obtain the Inmate I.D. number, go to our website at: <https://www.grantcounty.net> Click on Jail-Current Inmates, click on the inmates name. The I.D. number will be listed to the right of their picture.

The inmates name and I.D. number must be clearly printed on the outside of the envelope or postcard to ensure the mail is posted to the correct account. The sender's full name and return address must also be clearly printed on the outside of the envelope. Mail not containing the inmate name, inmate I.D. number, sender's name and full address on the outside of the envelope will be "Returned to Sender" or destroyed.

All regular inmate postal mail (Postcards, Letters, Greeting Cards, etc.) will be scanned into the system and available to the inmates to view their postal mail via the inmate kiosks/tablets.

Upon release inmates can login into the public website at <https://www.smartjailmail.com/> and enter their inmate number and password and download their photos, messages and postal mail for Free!

#### Former Inmate Access

This application will provide you with access to messages, photos and postal mail that was processed through the SmartJailMail system while you were a resident at the facility. You will not be able to respond to messages or access request forms, grievances, or medical forms through this application. Not all of these services are available at all facilities, so you may not have anything to view in one or more of these areas

Messages

Photos

Postal Mail

**Legal Mail, Court Documents, Bank Statements & Publications will continue to be sent to the facility directly.**