

FACILITY:

PHONE #:

FAX#:

Boone County Jail
3020 Conrad Lane
Burlington, KY 41005

(859) 334-2143
(Attn: Sergeant /Deputy)

(859) 334-3613

Conference Call:

- Request by fax
- At least 24hrs in advance of rescheduled date/time
- Include client's name, A#, date and time for call, your name and telephone number
- Calls are available based on availability; request what fits your schedule and be ready to accommodate if necessary. NO calls allowed before 5:00pm on Thursdays.
- We don't get confirmations for this facility. Only if/when there is a conflict we received confirmations.
- Each request should be sent on a separate fax sheet
- NOTE: facility is in the **Eastern Time zone** so account for one hour time difference when scheduling calls.
- Call the facility at the scheduled time and hit 9 if you hear the automated message.

Fax Request:

- Legal documents intended for clients review or signature as well as requests for client documents must be faxed with a cover sheet including client's name, A#, your name and telephone number.

FACILITY:

PHONE #:

FAX#:

Broadview Processing Center
1930 Beach Street
Broadview, IL

(708) 449-6722/23
(708) 449-2985

(708) 343-8832

FACILITY:

PHONE #:

FAX#:

Clay County Jail
611 East Jackson Street
Brazil, IN 47834

(812) 448-9051 ext. 131 (812) 448-9059

Conference Call:

- Call the facility at least 24 hours in advance to schedule call.
- After scheduling call send fax including client's name, A#, date and time of call, your name and telephone number.
- Calls are not available during lunch, 11-1 PM Eastern Time.
- At time of call, call in and ask for ICE Sergeant.
- NOTE: facility is in the **Eastern Time zone** so account for one hour time difference when scheduling calls.

Fax Request:

- Legal documents intended for clients review or signature as well as requests for client documents must be faxed with a cover sheet including client's name, A#, your name and telephone number

FACILITY:

PHONE #:

FAX #:

Dodge County Detention Center

216 West Center Street
Juneau, WI 53039

(920) 386-3219

(920) 386-3243

Conference Call:

- Request by fax
- At least 24hrs in advance of rescheduled date/time
- Include client's name, A#, date and time for call, your name and telephone number
- Calls are not available between 11:30 - 12:30, 1:50 - 2:30, or 4:30 - 5:30.
- This facility usually sends a return fax confirming your call requests
- Press 0 for operator when making the call

Fax/Email Request:

- If you urgently need documents from a client at Dodge, email the supervisor at dcdfsUPER@co.dodge.wi.us with your request, which must include: (1) the specific documents you are requesting; (2) the reason why your request is time sensitive and postal mail will not suffice. Only send time-sensitive requests; otherwise ask the individual to mail the documents to you.

FACILITY:

PHONE #:

FAX #:

Jerome Combs Detention Center

3050 S Justice Way
Kankakee, IL 60901

(815) 802-7221

(815) 802-7223

(815) 802-7292

Conference Call:

- Request by e-mail to Robert Schultz, Assistant Chief of Corrections, Kankakee County Sheriff's Office at rschultz@k3county.net
- At least 24hrs in advance of rescheduled date/time
- Include client's name, A#, date and time for call, your name and telephone number
- This facility usually sends a return e-mail confirming your call requests

Fax/Email Request:

- Legal documents intended for client review or signature as well as requests for client documents must be sent in an e-mail. Request by e-mail to Robert Schultz, Assistant Chief of Corrections, Kankakee County Sheriff's Office at rschultz@k3county.net including client's name, A#, your name and telephone number and the documents you are requesting. Results are either faxed or e-mailed.

FACILITY:

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Kenosha County Detention Center (KCDC)

4777 88th Avenue
Kenosha, WI 53144

(262) 605-5800 (KCDC)
(Attn: Supervising Officer)

(262) 605-5902

Kenosha County Jail

100 55th St.
Kenosha, WI 53140

(262) 605-5111 (Jail)
(Attn: Supervising Officer)

(262) 605-5110

Conference Call:

- Send a fax to 262.605.5902 addressed directly to your client asking them to call you. Make sure to include the client's name and A#. Please provide a phone number and time for the client to call.
- The client will be provided your faxed correspondence at 2:30 p.m. Monday – Friday. Faxes sent after 2:30 p.m. will be delivered by 09:00 a.m. the subsequent morning. Faxes sent Fridays after 2:30 p.m. will be delivered Monday morning.
- The client will be able to call you directly from their housing unit on a non-monitored or recorded telephone that either has privacy partitions or is in another location where the conversation may not be readily overheard by other detainees or facility staff.
- Detainees have access to the phone during the following times:
 - 9 am – 11 am, 1 pm - 1:45 pm, 2:30 pm - 4:00 pm, 5:30 pm - 11:00 pm.

Fax Request:

- As of February 2016, Kenosha is **not** accepting faxes for detainees nor are they willing to forward legal documents to attorneys as they have historically. Documents must be exchanged in person or via mail.

FACILITY:

PHONE #:

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McHenry County Jail

2200 North Seminary
Woodstock, IL 60098

(815) 334-4745

(815) 334-4670/2869/3031

Conference Call:

- Request by telephone at least 24 hours in advance during the times calls are available. It is best to schedule calls when calls are available. If you call during their gap times your call will most likely will not be answered.
- Have client's name, A#, and your telephone number ready when scheduling
- Calls are available 8 am – 11 am, 12 pm – 2 pm, 3 pm – 4 pm, and 5 pm – 8 pm.
- Call facility at least 24 hours in advance when rescheduling call.
- Call the facility at the scheduled call time to be transferred to your call. If no one answers after a couple tries, call control at 815-334-4769.

Fax Request:

- Legal documents intended for client review or signature as well as requests for client documents must be faxed with a cover sheet including client's name, A#, your name and telephone number

FACILITY:

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FAX#:

Pulaski County Detention Center*

1026 Shawnee College Road
Ullin, IL 62992

(618) 845-3512
(Attn: Supervising Officer)

(618) 845-3147

Conference Call:

- Request by fax
- At least 24hrs in advance of rescheduled date/time
- Fax individual cover sheets for each individual you will need to speak with
- Fax should include their name, A#, date and time for call, your name and telephone number
- Calls are available 7:30 am – 11 am and 12:30 pm – 4 pm
- Call the facility at or slightly before your scheduled time call. You will be transferred to a sergeant or officer who will look for your fax and then give you a callback number for conference room 3 (618-845-3797) or conference room 4 (618-845-9364).

Fax Request:

- Legal documents intended for clients review or signature as well as requests for client documents must be faxed with a cover sheet including client's name, A#, your name and telephone number

*Please note that Pulaski County was called Tri-County Detention Center until circa April 2015

OUTSIDE OF CHICAGO

FACILITY:

PHONE #:

FAX#:

Eloy Detention Center (MST)

1705 E. Hanna Rd.
Eloy, AZ 85131

(520) 466-4141 ext. 23200

(520) 466-7750

Time Zone:

- MST but no daylight savings time so March-November: 2 hours back and November-March: 1 hour back

Conference Call:

- Set up via email, email Vickie Fleming at Vickie.Fleming@cca.com or Debra Cartwright at Debra.Cartwright@corecivic.com and include name and A#, and time of call in MST

- (emails current as of 09/26/16 – high turnover at Eloy emails change frequently)
- Must be done at least 24 in advance.
- Calls are available Monday-Friday 8:30-10:00 am MST and 2:00-2:45 MST (note that the person who transfers the call leaves at 3:00 MST so you cannot be late for a 2:45 call)

Eloy does not accept fax requests.