

To: LorCI Incarcerated Population Family  
From: Receiving and Discharge  
Date: October 22, 2021  
Re: Release Clothing

Effective October 25, 2021, as a part of the release process, family support may assist a loved one that is incarcerated in the below options to provide clothing for release from LorCI; otherwise, the incarcerated individual will be provided with the state issued grey sweatsuit and state issued shoes.

**Option 1:** Family or friends will be able to bring in personal clothing to change in to on the day of release. Clothing must be brought into the front entrance building when checking in, no later than 11:30am Monday thru Friday and no later than 8:00am on Saturday/Sunday. The clothing will consist of (1) shirt, (1) pair of pants, (1) pair of shoes, and (1) jacket/coat during colder weather. *Clothing must be clean, no emblems, no holes or inappropriate language.*

**Option 2:** Family support may have the opportunity to order clothing for release should you wish to do so; no more than 30 days prior to the release date. This order will only consist of (1) shirt, (1) pair of pants, (1) pair of shoes, and (1) jacket/coat during colder weather.

**Option 3:** Those individuals approved on the visitation list will be able to mail in clothing to wear on the day of release. This clothing should be mailed into the institution no earlier than 2 weeks prior to release. This clothing will consist of: (1) shirt, (1) pair of pants, (1) pair of shoes, and (1) jacket/coat during colder weather. Clothing must be clean, no emblems, no holes or inappropriate language.

Those family providing transportation of an incarcerated individual for release will still need to check in at the front entrance building to inform institutional staff that he/she has arrived. Parking will be in the back row of the visitor parking lot and institutional staff will bring the released individual to that area of the parking lot.

**Release times will be as follows:**

**Monday through Friday**

12:30pm to 1:30pm or AFTER 2:30pm

**Saturday/Sunday**

After 8:00am