

## **LEGAL NOTICE**

- Legal visiting at MDC Brooklyn resumed on Thursday, September 10, 2020.
- Legal visits will be on an appointment only system.
  - Please contact BRO-LegalVisit-s@bop.gov.
- In person Legal Visits have resumed with an appointment only.
  - Please email us the client's name and register number, along with the date and time periods you would like to meet with them.
- We will be requiring notice 72 hours in advance for requests.  
Please note, these should be business hours (i.e., 7:00 a.m. – 4:00 p.m., Monday through Friday, not including Federal Holidays).
  - There will be an exception for this week due to the late notice. Emergencies may also be accommodated, if possible, on a case-by-case basis.
- Please note, standard visits will last one (1) hour, and should be limited to one attorney visiting one client. If you need additional time, the assistance of an interpreter, or would like to request an additional attorney participate in the visit, please include this information with your request.
- Please include in your email whether you possess a New York State Secure Pass or Federal Defender ID. If you do not possess either identification card, please advise what state you are licensed to practice in, and if applicable, your bar ID number.
- *\*If you would like to bring a laptop and/or external hard drive, please submit the signed request form with your request for the visit.*

### **Hours for Visiting:**

#### **Monday through Friday (Excluding Federal Holidays)**

- 8:00 am to 9:00 am
- 9:30 am to 10:30 am
- 11:00 am to 12:00 pm
- 12:30 pm to 1:30 pm
- 2:00 pm to 5:00 pm\*\*

(\*\*You will stay through the count, with the inmate you are currently with.)

#### **After the 4:00 P.M. count hours:**

- 5:30 pm to 6:30 pm
- 7:00 pm to 8:00 pm

#### **Weekends**

- 8:00 am to 9:00 am\*\*

(\*\*You may stay through the count with your inmate or you can leave at 9:00 am and return after the count clears)

- 11:00 am to 12:00 pm
- 12:30 pm to 1:30 pm
- 2:00pm to 3:00 pm