



## **INFORMATION MEMORANDUM** **FOR INCARCERATED INDIVIDUALS**

Date: December 10<sup>th</sup>, 2025

Subject: Christmas Visitation Schedule

From: Officer Cottman

Authorized by: Superintendent William T. Moore

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Please be advised of the following information as it pertains to the visitation schedule for the upcoming Christmas holiday:

<b>Saturday 12-20-25</b>	<b>Sunday 12-21-25</b>	<b>Monday 12-22-25</b>	<b>Tuesday 12-23-25</b>	<b>Wednesday 12-24-25</b>	<b>Thursday 12-25-25</b>	<b>Friday 12-26-25</b>
NO VISITS	VISITS	NO VISITS	VISITS	NO VISITS	HOLIDAY NO VISITS	NO VISITS

After Friday, December 26<sup>th</sup>, 2025, the visitation schedule will resume back to the normal days of being offered on Sundays, Tuesdays and Thursdays.

Please note, this amended holiday schedule is in compliance with New York State Minimum Standards, part 7008 – Visitation.