

VISITATION NOTICE

(Effective April 17, 2006)

VISITOR CONDUCT

Visitors are expected to be orderly and respectful to staff, inmates and other visitors. Please refrain from using obscene gestures and language. Lewd conduct is prohibited and may be prosecuted. Children must be under the control of an adult at all times. Failure to comply may result in loss of visitation for that day and removal from the facility.

ALL VISITORS ARE REQUIRED TO:

- * Provide picture ID with date of birth. Examples:
 - a) Drivers License from any State.
 - b) Valid Passport
 - c) Valid Federal, State or County issued ID and birth certificate if ID does not bear a date of birth
 - d) Military ID card with photo and date of birth
- * Clear the metal detector
- * Must conduct themselves in an orderly manner
- * No smoking, drinks or food allowed in the facility

Any violation of these requirements may result in denial of future visits.

You may be arrested and prosecuted for any intentional damage to the jail.

IT IS ILLEGAL for any person to deliver, or have in possession with intent to deliver, to any inmate in a jail, or deposit or conceal in or around any jail, or in any mode of transportation entering the grounds of any jail and its ancillary facilities used to house inmates, any article or thing with intent that an inmate obtain or receive the item. This includes the delivery of alcoholic beverages, controlled substances, hallucinogens, marijuana, or dangerous or deadly weapons. This also includes prescription or non-prescription drugs. To do so is a felony. Violators will be arrested and prosecuted.

The inmate has the option to accept or refuse any visitor(s). If an inmate chooses to visit with someone other than you, you need to understand that this was the inmate's choice, and if this does happen, it may be helpful for you and the inmate to arrange a specific day when the two of you will visit. This arrangement may be made through the mail service.

No visitations on Mondays

Inmate Last Name starts with:	Day to Visit:
A – K	Tuesday
	Thursday
	SATURDAY
L – Z	Wednesday
	Friday
	SUNDAY

* **Reservation Time Slots (Number to call 716-6569):**

1:00 p.m. - 1:20 p.m.
1:25 p.m. – 1:45 p.m.
1:50 p.m. – 2:10 p.m.
3:30 p.m. – 3:50 p.m.
3:55 p.m. – 4:15 p.m.
4:20 p.m. – 4:40 p.m.

TO SCHEDULE A VISIT:

1. Call **716-6569** or come to the Jail between 8:30 a.m. and 11:00 a.m., on the day you wish to visit. If you do not have access to a phone, you may come to the Jail to schedule a time. All requests for visitation times will be handled on a first come, first served basis. There will no longer be the option to “walk-in” during the visitation hours.
2. The visitation clerk will need to know who you would like to visit, the time you wish visit (if available), the individuals who will also be visiting with you and dates of birth for each person visiting. If the person is not on the list at the time scheduled, that person will not be allowed to visit. ****NOTE – Only 3 adult visitors per visit.****
3. You must arrive 15 minutes prior to the scheduled visitation time in order for the receptionist to properly check you in. Proper identification with both picture and date of birth will be required for visitors over the age of 18. Visitors under the age of 18 are allowed to visit only when accompanied by an adult.
4. **If the visitor does not show 5 minutes after the visit was scheduled to start, the visit will be cancelled.**
5. **MONEY/PROPERTY DROP-OFF TIMES:**

Tuesday, Thursday, Saturday
8:00 a.m. – 10:00 a.m.