

ATTACHMENT C
[Revised – January 31, 2019]

**ARIZONA DEPARTMENT OF CORRECTIONS
VISITOR GUIDELINES**

The following information is intended to serve as a guideline to assist you when visiting an inmate and is not all-inclusive. Complete rules and regulations are listed in Arizona Department of Corrections Department Order #911, Inmate Visitation, which may be accessed through the Department's Web Site at <https://corrections.az.gov/> or in the Public Access Manual available in the Prison Administration area, Monday through Friday (holidays excluded), from 7:30 a.m. to 5:00 p.m. Additionally, excerpts of the Department Order are posted at the prison entrance and in the Unit Visitation Areas.

GENERAL INFORMATION

All persons, their personal belongings, and vehicles are subject to search while on Department property. All visitors and their possessions are subject to physical search by staff, electronic metal detection devices, barrier sniff screening (Narcotics Detection) by a Department service dog, and/or ion scanning. All visitors and their possessions must successfully pass scanning by electronic detection devices/equipment.

A visitor, with a special medical condition possibly affecting the reading of electronic detection equipment, will be required to provide documentation of the existing medical condition. The visitor shall have 15 calendar days from the date of the initial visit to provide medical documentation. Persons refusing to submit to any search will be denied visitation and required to leave Department property immediately and are subject to subsequent suspension.

Contraband is not allowed on State property, including but not limited to: weapons or ammunition of any type, illegal drugs or drug paraphernalia, alcoholic beverages (empty or full), ladders, rope, cable, power tools, wire cutters, rakes, cameras, etc. Cell phones must remain secured in the visitor's vehicle. Visitors must present photo identification (ID) upon entering the visitation checkpoint. Acceptable forms of ID are: a valid driver's license, a military identification card, a passport, an official photo identification card of any U.S. state or federal agency, or Immigration and Naturalization documentation. Minors turning 18 will be required to apply for visitation privileges, and pay the one-time, \$25.00 background check fee. The Department shall not accept a consular identification card that is issued by a foreign government as a valid form of identification, pursuant to A.R.S. §41-5001.

DRESS CODE

- All clothing shall be clean, worn in good repair, non-offensive, and within the bounds of common decency.
- Visitors are prohibited from wearing any brown-colored clothing that resembles the clothing worn by Department security staff, including any shade of tan, brown, or khaki-colored clothing, solid light tan or light brown-colored shirts or dark brown-colored pants or slacks.
- Skirts and dresses shall be knee-length, when standing. Slits in skirts and dresses shall not extend above mid-thigh when seated.
- Shorts shall be knee-length, when standing. Jogging shorts, cut-offs or hip huggers are prohibited.
- Visitors shall not wear any article of clothing fabricated with spandex-like material, or clothing that is orange in-color.
- Sheer, see-through and/or open-netted clothing is prohibited.

- Sleeveless tops/shirts or dresses; tank, tube, and halter tops; tops that are strapless; tops that allow display of bare midriff; mesh clothing; body suits; "muscle" shirts; and swimsuits are prohibited.
- Visitors shall not wear medical scrubs to visit.
- Military members wishing to visit while in uniform may visit in dress uniform only.
- Visitors shall not be permitted to wear camouflage clothing.
- Tops of clothing shall be no lower than the person's collarbone in the front and back.
- Undergarments and shoes shall be worn at all times.

ALLOWABLE PROPERTY

- Personal identification.
- Prescription eyeglasses.
- Prescription medication, in the original container, and only in a limited amount needed during the visitation period.
- One unopened package of cigarettes. A flameless electric lighter shall be located in the designated smoking section of the visitation area.
- One e-cigarette.
- A maximum of \$40.00 in coins, in a clear plastic bag/container, per visitor.
- One engagement/wedding ring, one religious medallion, one wristwatch and one pair of earrings or two observable body piercing adornments.
- Two vehicle keys or one key and a vehicle remote control entry device.
- Infant items:
 - One handheld baby carrier per infant. Strollers or carriers on wheels will not be permitted.
 - One clear-plastic diaper bag per infant, which may only contain: one diaper for each hour of visitation; one change of baby clothing; one blanket no larger than 4 ft x 4 ft.; one clear container or Ziploc bag of baby sani-wipes; one small tube of diaper rash medication; one baby bib; one small plastic spoon used to feed an infant; three clear-plastic baby bottles of milk/formula or equivalent-size unopened, commercially-sealed containers of juice; and four small plastic containers of soft or baby food; and one baby pacifier.

VISITATION CONDUCT

- Conduct by visitors and inmates shall be quiet, orderly and respectful of others; unruly behavior and the use of profanity is prohibited.
- A brief kiss and/or embrace shall only be permitted at the beginning and end of the visitation period.
- Visitors are prohibited from visiting more than one inmate at a time, unless the other inmate is an immediate family member and the visitor is on the inmate's approved visitation list.
- The accompanying adult must properly control minor children while on prison property.
- Visitors and inmates shall remain in an upright position at all times.
- Inmates may visit with a maximum of six persons at one time.

The Department recognizes the importance of and encourages maintaining relationships while a person is incarcerated. We ask for and expect your full cooperation in following the above-established visitation rules in order that visitation is a positive and pleasant experience for all concerned.

If you need assistance or clarification pertaining to the visitation program during your visit, please contact a staff member for assistance.

ENJOY YOUR VISIT.