

## Visit Procedures - SWSP

Rules and regulations for visiting an offender are as follows:

1. The offender is responsible for submitting a list containing names and addresses of potential visitors.
2. If you wish to be included on an offender's visit list, you must contact the offender in writing. You must wait until the offender notifies you that you have been approved to visit him/her.
3. The following persons may be approved to visit an offender:
  - relatives;
  - close friends;
  - clergy; and
  - persons who may have a constructive influence.
  - children under the age of 18 are not permitted to visit unless accompanied by an adult.
4. Attorney visits require at least 24-hour advance notice to ensure the availability of space, staff, and the offender.
5. Visiting and registration times for this facility are:

### FACILITIES 1, 2, 3, and ECU

#### REGISTRATION VISITS

<b>Saturday, Sunday</b>	<b>8:00 - 9:30 AM</b>	<b>8:30 - 10:30 AM</b>
	<b>11:30 AM - 1:00 PM</b>	<b>1:00 - 3:00 PM</b>

#### MINIMUM UNIT

#### REGISTRATION VISITS

<b>Saturday, Sunday</b>	<b>8:00 - 10:00 AM</b>	<b>8:30 - 10:30 AM</b>
	<b>12:00 - 2:00 PM</b>	<b>12:30 - 3:00 PM</b>

6. Visitors must present photo identification. Acceptable forms of photo identification include:
  - a current photo driver's license;
  - a current photo Welfare/Medicaid card;
  - an employment photo ID;
  - Joint Connection ID card;
  - County photo ID; or
  - a current passport.
7. Space permitting, the maximum number of permissible visitors for an offender of this facility is 4 adults and unlimited children (accompanied by immediate family member or legal guardian.)
8. Visitors may only bring a money order or certified check (maximum of \$100.00) to the facility for deposit in an offender's account. **Cash and other gifts will not be accepted.**
9. In accordance with NJAC 10A:18-6.14, all visitors, their belongings, and their vehicles are subject to searches while on the premises.
10. Further visit information is posted at the facility. Complete policies and procedures may be obtained through an Open Public Records Request. On-line request may be submitted through the following web link:

<http://www.state.nj.us/corrections/opra/html/opramain.html>.

Proper attire is regarded as a condition of admission to a correctional facility. Click on the following link to view the Visitor Dress Code requirements.

[http://www.state.nj.us/corrections/cia\\_visitation/dress\\_code.pdf](http://www.state.nj.us/corrections/cia_visitation/dress_code.pdf)