

Greene County Sheriff's Department

Visitor Information, Rules and Regulations

Revised and Effective 07-19-2015

Inmates serving sentences will be permitted visits only if serving sentences over 3 days.

Visitation rules: Starting on Sunday of each week, inmates are given a total of 1 hour of visits broken down in two 30-minute intervals. Multiple visitors for the same inmate may visit in the same interval but only one visitor 18 years of age or older are permitted in the visitation room at a time. At all times a visitor under the age of 18 must be with an adult visiting the same inmate. Visitors must show a current picture identification card. **No visitor will be permitted a visit without proper I.D.** Visitors must sign in on the visitation log when they arrive including the time the visit starts. **Upon completion of the visit, the visitor must sign out their departure time on the sign-in sheet. VISITORS WHO FAIL TO WRITE DOWN THEIR START AND DEPARTURE TIME WILL BE CHARGED THE FULL HOUR.** *Note that time will be deducted from the following week if the visitor goes over the allotted time.* If a visitor requests to visit for both of the 30 minute intervals, the visitor must sign in for the second visit at the end of the waiting list and if space is available may use the second interval. **VISITORS & INMATES MUST KEEP TRACK OF THEIR OWN TIME!** Again, if a visitor goes over the allotted time limit, time will be deducted from inmate's visiting time for the preceding week.

Children must be supervised at all times! No child under the age of twelve should be left in the lobby without adult supervision. Loud noise, running, or climbing on the furniture or counters will not be tolerated. **VISITORS WHO CANNOT CONTROL THEIR CHILDREN WILL HAVE THAT VISIT TERMINATED.**

Visitation Schedule

Visitation Schedule --listed by Days & Times	<u>MAXIMUM: A BLOCK</u>	<u>MINIMUM: B, C, & E BLOCKS</u>
Times: 8:30 AM- 1:00 PM 6:00 PM- 11:00 AM 3:00 PM 8:00 PM	SUNDAY: 8:30 AM-11 AM TUESDAY: 6 PM-8 PM FRIDAY: 1 PM-3 PM	MONDAY: 8:30 AM-11 AM, 1 PM- 3PM, 6 PM-8 PM WEDNESDAY: 1 PM-3 PM, 6 PM-8 PM SATURDAY: 8:30 AM-11 AM, 1 PM-3 PM, 6 PM-8 PM
SUN: MAX (A) MED (D) FEM MON: MIN MIN MIN TUE: MED (D) FEM MAX (A) WED: ----- MIN MIN THU: ----- Lockdown FRI: FEM MAX (A) MED (D) SAT: MIN MIN MIN	<u>MEDIUM: D BLOCK</u> SUNDAY: 1 PM-3 PM TUESDAY: 8:30 AM-11 AM FRIDAY: 6 PM-8 PM	<u>FEMALE: F1 & F2 BLOCKS</u> SUNDAY: 6 PM-8 PM TUESDAY: 1 PM-3 PM FRIDAY: 8:30 AM-11 AM

INMATE ACCOUNTS: Commissary is usually done on Wednesday and Thursday with some exceptions. Money should be placed on an inmate's account 24 hours advance of their commissary day to assure it can be used on commissary day. We now offer online services using GOVPAY. You may go online at govpaynow.com or call 1-800-604-7888 (option #3) to assist in deposits to inmate accounts; Use PLC# 8671 to deposit money for inmate accounts. If money needs to be mailed to the inmate we will only accept postal money orders; we will not accept personal checks. Inmates are **not** permitted to transfer money to another inmates account

MAIL: All correspondence to inmates must go through the U.S. Postal System labelled as follows:

Inmate's Name—Greene County Jail---PO Box 267---Bloomfield, In ---47424.

All correspondences (pictures, letters, cards, etc.) must be mailed; they will not be accepted through the front office. **We will only accept newspapers and magazines for inmates if sent directly from the publisher.** Male inmates and female inmates are not permitted to correspond with one another nor are inmates permitted to correspond with an inmate from another correctional facility. **Any person who intentionally mails correspondence from one inmate to another could be charged with of Trafficking with an inmate; Indiana Criminal Code 35-44-3-9; a class A misdemeanor.**

DRESS CODE: Tank tops, short shorts, halter or midriff tops, clothing with obscene graphics or wording and/or bare feet are not permitted in the lobby or visitation room. The jail staff will determine what is permitted.

RESTRICTED AREA: The cell areas located at the sides and back of the jail **are restricted areas.** Any unauthorized person caught in these areas will have their name removed from the visitation list and could face criminal charges. Visitors must park on north side of the jail, near the main entrance or in gravel lot adjacent to the jail.

INMATE MEDICATION: Inmates are responsible for all pre-existing medical conditions expenses. The jail will accept an inmate's current prescription medications in the prescribed containers dated less than a year old. The Jail Commander must approve non-prescription medication.

CAMERAS/CELLPHONES: Cameras and cell phones are not permitted in the visitation room. Any person caught in the visitation room with unauthorized items will have their name placed on a 'no visit' list and will no longer be allowed in visitation.

INMATE TELEPHONES: If you have questions concerning inmate telephone services please call 1-800-844-6591. Inmates may purchase pre-paid phone cards on commissary for \$5.00 to place calls at no charge to the person being called.

PROPERTY ALLOWED: Prescription medication (see above) and 1 pair eyeglasses/contacts maybe be brought in for an inmate. Bibles will be provided by ministers for the jail. **All other items must be purchased on commissary. No item but those previously listed will be accepted without written approval from the Sheriff.**