

VISITATION

The visitation office is open Monday through Sunday. Regular and Family visits are taken by appointment only and are scheduled one day in advance of the desired visit day (Monday for Tuesday....etc....) The appointment scheduling line is open at 10:30 a.m., Monday through Sunday, either until available appointments are booked or until 3:30 p.m. The appointment line number is (317) **639-9300**. The jail is divided into different visiting groups and the visiting schedule is as follows:

JAIL VISITING SCHEDULE

Monday	Juveniles (3:00pm) 2- East, Receiving and Females
Tuesday	Juveniles (4:00 pm) 4- East and SCU
Wednesday	Females, Receiving and Westside Males,
Thursday	4- East
Friday	2-East, Westside Males and SCU
Saturday	Juvenile over flow-only 10:00am General Population over flow 3:00pm & 4:00pm Out of State Visits (3:00 pm)
Sunday	Over flow Visits (10:00am, 3:00, & 4:00 pm)

Example: If you are housed in a cell block on 4 West, then you will have visits on Wednesday and Friday. This means your visitor will have to call on the day before for your locations scheduled visit day. Thus for a visitor to visit an inmate who is on 4 West, they will need to call on Tuesday for Wednesday and Thursday for Friday.

VISITATION SESSION TIMES

REGULAR VISITS & FAMILY VISITS

TIMES ARE FOLLOWS: 10:00am, 3:00pm AND 4:00pm

* 3:00pm ON MONDAY AND 4:00pm ON TUESDAY & SATURDAY 10:00AM ARE RESERVED FOR THE JUVENILES ONLY*
ALL VISITORS MUST ARRIVE 45 MINUTES PRIOR TO SCHEDULED VISITATION TIME

OUT-OF-STATE VISITS

Visiting hours on Monday through Sunday are listed above; if you reside out of the state of Indiana you will be allowed to visit on Saturday and must be present by 2:45 pm at the main entrance on 40. S. Alabama with valid state issued identification along with current utility bill, vehicle registration in visitors name, bus or train ticket, or a current piece of mail in visitor's name. NO APPOINTMENT IS NECESSARY AND VISITATION WILL BE 1/2 HOUR.

ADDITIONAL FAMILY VISITATION INSTRUCTIONS

1. Family visits for the juvenile inmate's (under age 18) and are done Monday and Tuesday.
 2. Family visits are scheduled via the telephone appointment line starting at 10:30 a.m., for the next day. The appointments are taken at the same time as regular visits and per the Jail visiting schedule.
 3. Unless, otherwise noted below, all rules and policies pertaining to general visiting procedures apply to family visits.
 4. The maximum number of children allowed for each family visit is one (1). Children are not counted towards the total number of visitors, but must be listed on the back of the inmate's visitor list.
 5. The inmate is allowed a total of two (2) family visits per month and may schedule only one of those family visits a week. The family visit counts towards the allotted two (2) visits a week for an inmate. ****YOU CAN ONLY VISIT TWICE A WEEK IF YOU ARE THE ONLY ADULT VISITOR ON THE INMATES VISITATION LIST*****
 6. All children must be listed on the inmate visiting list and need to have identification for each visit. The only acceptable form of identification for children is a legal birth certificate from the appropriate government agency. The birth certificate must have the inmate listed as the parent of the child. For step children, the spouse of the inmate must accompany the child or children. The adult spouse visitor must bring the child's, birth certificate(s), which must have the inmate's spouse listed as the parent, and shall provide a legal marriage certificate. Adopted children will be permitted to visit with the proper birth certificate and proper adoption paper work, in order to prove the relationship.
 7. Disruptive, ill-mannered or misbehaving children will not be tolerated. The accompanying adult is responsible for the behavior of the children.
 8. Inmates, who are on designated "Disciplinary Segregation", will not be allowed to have visits.
 9. Inmates are allowed 1 schedule visit on the weekends. Example (If an inmate has a visit on Saturday they cannot have a schedule visit on Sun).
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GENERAL VISITOR INFORMATION

1. No visitor is allowed to visit an inmate if they have been incarcerated in a city, state or federal facility, for a period of six (6) months after being released.
2. No visitor is allowed to visit an inmate if a No-contact or Restraining order exists between the two parties.
3. Once a visitor has arrived in the visitation check-in office, they are not allowed to leave the room for any reason, or the visits cancelled.
4. No unattended children will be allowed in the building at any time.
5. Every visitor is subject to a pat-down search, including children, before they enter the visiting area and/or check-in. All searches are for contraband and/or weapons. Any visitor refusing a search will be refused a visit.
6. During K-9 searches of lockers, if a dog indicates on a locker, the visitor who owns the property contained therein will be subject to a thorough outside body search. Any smell of contraband detected by an Officer or the K-9 in that visit will result in that visit being cancelled. Visitors who leave during a K-9 search will lose future visitation privileges.
7. The dress code is as follows: Visitors may not wear any short-shorts, mini-skirts, tight-fitting, low-cut, revealing, or provocative clothing during any visiting session. Dress or skirt hem lines are not permitted to exceed four (4) inches above the top of the knee. **Visitors who arrive dressed inappropriately will be asked to leave and the visit will be cancelled. The visitation staff has the final say as to what is appropriate or in appropriate dress.**
8. While in the visitation office and rooms, absolutely no smoking, eating, or drinking is permitted. A visitor shall have no objects in their mouth at anytime.
9. Visitors who wish to cancel an appointment may do so by calling 327-1553 or 327-1554. If a visitor cancels by phone, they must do so within 2 hours of the scheduled appointment. The visit still counts towards the inmate's two (2) allotted visits for the week. Any visitor that does not appear for a scheduled appointment twice, without calling to cancel, in a thirty (30) day period, or misses three (3) consecutive appointments during any time period, will be suspended from visiting for a period of thirty (30) days.
10. A visitor can only visit as inmate twice in the same week, if they are the only adult on the inmate's visitation list.
11. The only I.D. accepted for visitation would be a **VALID** State I.D. or Driver's License.
12. It is the inmate's responsibility to comply with all Visitation rules and to inform their visitors of these rules, so that a scheduled visit is successfully completed.
13. **Adults Visitation:** No visitation will occur on a normal basis, while inmate is serving DHB time, without the approval of the Major or Lt. Colonel or their authorized designee.
We will not deny any Professional or Clergy visitation.
14. **Juvenile Visitation:** Juveniles that are serving DHB time will only be allowed to receive visitation from parents or guardians with proper documentation.
We will not deny any Professional or Clergy visitation.
15. **Visitors must secure their personal property in the lockers located outside the visitation office.**

INMATE CLOTHING

The Marion County Jail will **not** accept any clothing or shoes.

IMPORTANT:

The Sheriff, Jail Commander or their designated representative, may cancel any visit or delete from an inmate's list, any visitor who violates a Jail visiting rule or any person who, in their opinion, poses a threat to the Jail security or to another inmate, visitor or staff member.

Revised 07/21/ 2010
