



WASHTENAW COUNTY OFFICE OF THE SHERIFF



2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

JERRY L. CLAYTON
SHERIFF

MARK A. PTASZEK
UNDERSHERIFF

Video Visitation Rules

1. Video Visitation appointments are by web-based scheduling only and may be scheduled up to 1 week, but not less than 16 hours, in advance. Visits may be scheduled during **any available appointment** identified during the scheduling process, and will last for 30 minutes, at which point the visit will end automatically.
2. Video Visiting Hours are Monday – Friday from 12:30p – 4:50p and 6:15p - 6:45p. The first visit will be at 12:30 and the last visit will be at 6:15p. All Visitors must arrive 15 minutes early and check-in at the Visitation Desk located in the public lobby of the Sheriff's Office.
3. Inmate visitation is subject to cancellation due to jail emergency and administrative reasons.
 - a. Visitors may reschedule a new visiting time for the next available date though the VizVox system.
 - b. Cancellation notification will be sent via email if visitors provide an email address at time of registration.
4. No more than three (3) persons may visit at a time. I.e. Two (2) adults and one (1) child under 17 (proof of guardianship required), or two (2) children and one (1) adult.
5. All visitors must properly identify themselves upon arriving at the Sheriff's Office visitation area. (Valid Michigan or other state Driver's License, valid State I.D, valid passport or valid military I.D. are the only acceptable identification required at the time of the visit.
6. All visitors are monitored and are subject to search and recording.
7. Late visitors will only receive the balance of the remaining visiting time.
8. Visitors appearing to be under the influence of alcohol or drugs will not be admitted into the center.
9. Proper attire is required at all times. Shoes and shirts must be worn; suggestive clothing, see-through fabrics, halter or tube type tops, short shorts and mini-skirts will not be permitted. Appropriate underclothing is required.
10. Visitors under the age of 17 must be accompanied by a parent or legal guardian.
11. The parent or legal guardian of a minor child must maintain close supervision of that child before, during and after each visit. Children will never be left unattended for any reason.
12. Smoking, eating, drinking or cell phone use is prohibited inside the Visitation Center.
13. Please do not leave trash etc in the visitation booth or visiting area.
14. If a visitor exits the Visitation Center, they will not be allowed to re-enter.
15. Loud talking, excessive emotionalism, any other type of disruptive behavior will not be permitted in the Visitation Center.
16. Do not damage or deface visiting booths or phones. Immediate termination of visit will occur. Future visits may be restricted or denied.
17. If you experience a problem with the audio or video reception during your visit, notify the visitation staff immediately. Do not attempt to adjust the picture or sound yourself.

Violation of any of the above regulations may result in the conclusion of the visit and/or suspension of future visitation privileges.

Public Safety – Emergency Preparedness – Quality Service – Strong Communities