

ARIZONA DEPARTMENT OF CORRECTIONS
ARIZONA PRISON COMPLEX EYMAN
SPECIAL MANAGEMENT UNIT II

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TO ALL PROSPECTIVE VISITORS:

The enclosed application form must be completed and returned to SMU II Visitation, prior to scheduling any visits. Once we receive your application, the processing takes approximately thirty (30) days. You and the inmate will be notified, in writing, when you have been approved to visit.

*One application per prospective visitor. Do not complete both the adult and the children section on the same application.

*Special Visits are approved on a case by case basis and must be initiated by the inmate, through his counselor at least 15 days in advance.

*Special Visitors must complete a Visitation application and be NCIC/ACIC cleared prior to visiting.

*No personal mail or money orders are to be returned with the Visitation application.

DO NOT MAIL THE APPLICATION TO THE INMATE, RETURN THE APPLICATION TO:

ARIZONA STATE PRISON COMPLEX-EYMAN
SPECIAL MANAGEMENT UNIT II
ATTN: VISITATION
P.O. BOX 3500
FLORENCE, AZ. 85232

PROCEDURES FOR SMU II VISITS

*Call SMU II Visitation's direct line at (520) 868-8520 and ask to schedule a visit.

Call Thursday thru Tuesday, between the hours of 8:00 am and 3:00 pm. THE QF1~ICE IS CLOSED ON WEDNESDAY.

Visits must be scheduled a minimum of 24 hours in advance, but no more than seven (7) days in advance. A schedule of Visitation times will be sent to you, upon your

approval to visit the inmate.

*Answering machine available for messages only, when staff are not in the office or the office is closed.

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- *If you can not make your appointment, please call to cancel.
- *The visits are two (2) hours in length and are Non-Contact only.
- *Visitors shall arrive 20 minutes prior to their appointment time.
- *A maximum of two adults and two minors may visit during each visit.
- *Visitors and their vehicles are subject to search.
 - * Violation of the Visitation policies is cause for suspension of visitation privileges.
- *You are allowed 30 minutes after the time of your appointment to be late, after which time your appointment will be canceled.

VISITORS ARE ALLOWED TO BRING IN ONLY THE FOLLOWING ITEMS:

- * Must have a picture Identification card .must be a valid state/government ID or a passport. ID must have your picture and date of birth on it.
- *One vehicle key the one that unlocks the door (all others must be left in vehicle)
- *Prescription medication, in the original container (must be left with Visitation Officer).
- *Change of clothing, feeding bottles(milk/formula-must be in non-glass, see through containers only). A diaper bag (see through or clear) is allowed per infant.
- *One hand held baby carrier per infant. No carriers with wheels or strollers allowed.
- *Coins totaling \$20.00 or less (no paper money)

DRESS CODE FOR VISITORS:

NO BLUE DENIM MATERIAL/CLOTHING, INTERNATIONAL ORANGE CLOTHING, OR BLUE CHAMBRAY SHIRTS OF ANY KIND ARE PERMITTED ON STATE GROUNDS. DRESS CODE APPLIES TO ALL VISITORS AGE 8 AND ABOVE.

- *Shorts shall be allowed, but NO jogging shorts, cut-offs, or hip huggers allowed.
- *Shorts, skirts, and dresses shall be no shorter than mid-thigh when seated. This includes slits on dresses and skirts.
- *Undergarments shall be worn.
- *Tops of clothing shall be NO LOWER THAN THE COLLAR BONE LEVEL in the front and back.
- *Shoes must be worn at all times (except infants).
- *NO bare midriffs or strapless tops, tube tops, halter tops, muscle shirts, body suits, or swimsuits shall be permitted. Sheer, see-through or open-netted clothing is prohibited.
- *NO body hugging clothing shall be worn (ie.. spandex, legging, tights, pants) without an overgarment that covers to mid-thigh when seated.

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ITEMS OF JEWELRY VISITORS MAY WEAR TO VISITATION:

- * 1 WATCH
- * 1 WEDDING RING / BAND
- * 1 PAIR OF EARRINGS
- * 1 NECKLACE WITH RELIGIOUS MEDALLION

NO OTHER JEWELRY WILL BE ALLOWED, UNLESS REQUIRED FOR MEDICAL PURPOSES

QUESTIONABLE CLOTHING ISSUES SHALL BE RESOLVED BY VISITATION STAFF IN CONSULTATION WITH THE VISITATION SUPERVISOR OR SHIFT COMMANDER

A BIRTH CERTIFICATE MUST BE BROUGHT UPON THE FIRST VISIT OF A MINOR VISITOR

INDIVIDUALS WHO DROP OFF VISITORS, AND ARE NOT VISITING. MUST DROP OFF THE VISITOR AND IMMEDIATELY LEAVE TILE COMPLEX. THERE WILL BE NO WAITING ON THE PARKING LOTS. LOBBY OR THEIR

ALL OF THIS INFORMATION IS YOURS TO KEEP.

If you have any questions, please contact SMU II Visitation at (520) 868 .8520.

Michael Miller, Associate Deputy Warden
ASPC-Eyman, Special Management Unit II