



Branchville Correctional Facility

Visiting Days & Hours

Monday, Tuesday, Wednesday, Thursday, Friday, Saturday,
Sunday & Holidays

8:00 a.m. to 2:00 p.m. (Central Standard Time)

Visiting Room Rules

1. You may visit once every 14 days.
2. All visitors age 16 years and older will be required to produce positive picture identification. All minor visitors under the age of 16 must have a valid birth certificate or state issued ID for each visit.
3. Visitors under age 18 shall be accompanied by a parent or legal guardian at all times. Some circumstances may require a visitor under the age of 16 to have identification (i.e., SOMM visits, court-ordered visitation, etc.).
4. Only 3 visitors are permitted to visit at one time plus children that can be held on the visitors lap (at the discretion of the visiting room officers). Visitors are responsible for the behavior and control of minor children at all times.
5. Visits are limited to 1 hour. Extra time may be granted if space is available.
6. Visitors will be asked to secure all valuables in their vehicles or lockers in the entrance to the visiting room.
7. **Items permitted into the visiting room:**
 - A. Wedding and/or engagement ring.
 - b. Medical necklace/bracelet or religious necklace
 - C. Earrings, only (1) one set of small post – **no body piercings**
 - D. \$20 in change only...no paper money!
 - E. **Medication...nitroglycerine/nitro spray, inhalers, and portable oxygen tank only with current medical documentation, i.e. Prescription label.**
 - F. **Visitors must provide medical documentation for a pace maker or any metal implants**
 - G. Handkerchief or tissue.
 - H. Eyeglasses.
 - I. 1 empty baby bottle, empty sipping cup, pacifier, and one receiving blanket.
 - J. Soft brace that can be removed – not hard brace allowed
 - K. Vehicle keys or keyless entry device.
8. Items purchased from the vending machines may be taken out at the conclusion of the visit. Vending machine items may not be carried in.
9. No costume jewelry, including watches or fitness trackers will be permitted. Any jewelry that cannot be removed (too tight) is to be noted on the visiting pass at the onset of the visit. This notation, along with visual observance of the jewelry, will again be checked upon conclusion of the visit.
10. **Adult visitors shall wear clothing that will pose no threat to the security, control, or maintenance of order at the facility. The following items are considered inappropriate attire for visiting this facility:**
 - A. Halter tops (midriff shall be covered)
 - B. Sleeveless dresses or tops
 - C. Revealing dresses, blouses or tops, including see-thru garments
 - D. Spandex or extremely tight-fitting jeans, pants (including skinny jeans). No jeans, pants or shirts with decorative accessories and no clothing with holes.
 - E. Shorts must be no shorter than 2 inches above the knee
 - F. **Winter outerwear, hoodies, jackets, tops with kangaroo pockets will not be permitted inside the visiting area.**
 - G. **Adult female visitors, as well as other visitors that need a bra, shall be required to wear a non-wired bra.**
11. A vehicle should be readily available if the visitor is asked to leave or if the driver is not also visiting. If the visitor is being transported by a person that is not visiting, the driver will not be allowed to wait in the lobby or remain in the visitor parking area.
12. Once you leave the building you will not be allowed entrance back into the visiting area unless authorized by staff.
13. Visitors will be allowed one (1) trip to the visitor restrooms. Any children requesting to use the restroom must be accompanied by an adult.
14. Visitors enter at their own risk. The state of Indiana nor the Branchville Correctional Facility will be liable for loss or theft of personal items and assumes no responsibility for any articles left in the lockers or in visitors personal vehicles.
15. Every person (staff, visitors, officials, etc.) entering this facility is subject to pat searches and vehicular searches. Any form of contraband or illegal material found might result in action being taken by the Indiana State Police.
16. Visiting is a privilege, which may be cancelled if persons are disruptive or present a security problem. Under certain circumstances, "non-contact" visits may apply. Under these conditions, separate guidelines will be utilized.

Any other issues not covered in these rules shall be addressed by the shift supervisor.