

Visiting Sign Up Procedures

The following are the visiting procedures for Monroe Detention Center. Inmates will be allowed 2 half hour visits per week and 1 visitor per session (mother and father, grandfather and grandmother may visit together. This will count as one visit only). Visitors are to call Monroe Detention Records to schedule their visiting time. Visiting sign ups will begin at 1200am Monday morning and will be for the current week only. The visitor is to arrive for check in 30 minutes prior to their scheduled time. Visiting check in will end 10 minutes prior to the start of the visiting session. Visitors who arrive late will have their visit cancelled and will need to call in if they wish to schedule another visit. Once a visit is scheduled, no change, modifications or re-scheduling is permitted.

Cut off times for visiting sign ups will be as follows:

Monday visits	cut off: Monday at 7:00am
Tuesday visits	cut off: Tuesday at Noon
Wednesday visits	cut off: Wednesday at Noon
Thursday visits	cut off: Thursday at Noon
Friday visits	cut off: Thursday at Midnight
Saturday visits	cut off: Friday at Midnight
Sunday visits	cut off: Saturday at Midnight

Visiting Reminders

Please arrive 30 minutes prior to your scheduled visiting time with a valid government issued ID. If you arrive late your visit will be cancelled (no exceptions). You are allowed to bring in one single car key and your ID only. Nothing else will be permitted. Remember no hats, sunglasses or scarfs. No tank tops, short skirts, low cut shirts, or see-through clothing will be allowed so please remember to dress appropriately. Keep in mind that you must pass the metal detector in order to go down for your visit. Keep heavy jewelry to a minimum and no steel-toed shoes, you need to be able to pass the metal detector with your shoes on, if your shoes do not pass you will not be able to visit. Once you have scheduled your visit you will not be allowed to change, re-schedule or modify this appointment. Any cancelled visits will count against the inmate as a taken visit (no exceptions)