



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriffinfo@ewashtenaw.org](mailto:sheriffinfo@ewashtenaw.org)  
**JERRY L. CLAYTON**  
SHERIFF

**MARK A. PTASZEK**  
UNDERSHERIFF

## Video Visitation Rules

1. Video Visitation is by web-based scheduled appointment only and last for 30 minutes at which point the visit will end automatically. Appointments may be scheduled up to 2 weeks in advance, but no less than 16 hours in advance.
2. Video Visiting is open Tuesday – Saturday.
  - a. Tuesday – Friday hours are from 12:00pm – 8:00pm with the first visit beginning at 12:15pm and the last visiting beginning at 7:15pm.
    - i. **The 6:15pm-6:45pm time slot is reserved for Protective Custody Inmates Only. All other non-PC visits will be cancelled.**
    - ii. If you are unsure about PC or NON-PC status please contact the visiting officer at 734-973-4487.
  - b. Hours for Saturday are from 9:00am – 5:00pm with the first visit beginning at 9:15am and the last visiting beginning at 4:15pm.
    - i. **The 11:15am-11:45am time slot is reserved for Protective Custody Inmates Only. All other non-PC visits will be cancelled.**
    - ii. If you are unsure about PC or NON-PC status please contact the visiting officer at 734-973-4487.
  - c. All Visitors must arrive 15 minutes early for identification and check-in procedures.
3. Each inmate is permitted a maximum of three visitors per session. Children age 17 and older will be considered an adult.
4. 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.
5. All visits are monitored and are subject to search and recording.
6. Visitors arriving after the start of their scheduled session will not be allowed to visit.
7. Visitors appearing to be under the influence of alcohol or drugs will not be admitted into the center.
8. 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.
9. Visitors under the age of 17 must be accompanied by a parent or legal guardian or possess a valid marriage license.



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10. 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.
11. Wallet and car keys only may be taken into the Sheriff's Office Visitation area. No other personal effects such as purses, cell phones, satchels, diaper bags, smoking materials, chewing gum, etc., are allowed.
12. Visitors with small children will be permitted to retain one baby bottle, one diaper, and one blanket per child. The supervisor on a case-by-case basis will approve additional items.
13. Smoking, eating and drinking are prohibited inside the Visitation Center.
14. Please do not leave trash etc. in the visitation booth or visiting area.
15. If a visitor exits the Visitation Center, they will not be allowed to gain re-entry.
16. Loud talking, excessive emotionalism, or any other type of disruptive behavior will not be permitted in the Visitation Center.
17. Do not damage or deface visiting booths or phones. Immediate termination of visit will occur. Future visits may be restricted or denied.
18. 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.**