

NEPRC VISITING RESERVATION REQUEST

Northeast Pre-release Center
 Attention: Visit Reservation Office
 2675 E. 30th Street
 Cleveland, Ohio 44115
 (216) 771-6460

DATE: _____

Inmate Name: _____

Inmate Number: _____

Visiting days are: Saturday, Sunday, Monday & Tuesday
 There are two (2) different sessions held for each visiting day.
 You may request two (2) dates that you would like to visit as well as mark the session that is most convenient for you.

***If the session you requested is filled, would you like the other session for that requested date?**
 Yes No

Check Session You Request and include the date in the right column
USE #1 FOR FIRST CHOICE & #2 FOR 2ND CHOICE:

MONDAY	10:00 AM - 2:30 PM		3:00 PM - 7:30 PM		DATE:	
TUESDAY	8:00 AM - 12:30 PM		1:00 PM - 5:30 PM		DATE:	
SATURDAY	8:00 AM - 12:30 PM		1:00 PM - 5:30 PM		DATE:	
SUNDAY	8:00 AM - 12:30 PM		1:00 PM - 5:30 PM		DATE:	

Visitor Name	Relationship	Check box if a minor child
1. _____	_____	<input type="checkbox"/>
2. _____	_____	<input type="checkbox"/>
3. _____	_____	<input type="checkbox"/>

***ANY CHILD UNDER 18 MONTHS DOES NOT COUNT AS A VISITOR**

1st Visit Only-Birth Certificates are needed for each child and need to be presented when you arrive for 1st visit.

Requestor Signature: _____

Requestor's Phone: _____

This request must be received no less than 14 days and no more than 45 days in advance of the requested dates. **A reply of approval/disapproval with the confirmation number will be sent if you provide a self addressed stamped envelope.**

-----**OFFICE USE ONLY**-----

First Date:	Approved	Denied Reason: _____
Second Date:	Approved	Denied Reason: _____

Confirmation # _____

Staff Signature: _____ **Date:** _____

General Visiting Instructions

State of Ohio

Ohio Department of Rehabilitation and Correction

1. All attire worn upon entry into the facility must be worn throughout the duration of the visit, with the exception of appropriate outerwear such as a coat and gloves.
2. Appropriate undergarments must be worn (i.e., bra, slip, and underwear).
3. No additional clothing is permitted to be carried into the facility.
4. Inappropriate attire includes, but is not limited to:
 - a. See-through clothing of any kind.
 - b. Tops or dresses that expose the midriff or have open backs or open sides (such as any sleeveless clothing such as halter tops, tube tops, cropped tops, tank tops, and muscle shirts).
 - c. Low-cut clothing cut in a manner that exposes the chest.
 - d. Any clothing that inappropriately exposes undergarments.
 - e. Skirts, dresses, shorts, skorts, or culottes with the hem or slit above the mid-knee.
 - f. Wrap-around skirts/dresses or break-away type pants.
 - g. Clothing with any gang related markings.
 - h. Clothing with obscene and/or offensive pictures, slogans, language and/or gestures.
 - i. Form-fitted clothing made from Spandex or Lycra or other similar knit material such as leotards, unitards, bicycle shorts, tight jeans, or tight pants.
 - j. Clothing with inappropriate holes/rips, including shoulder cut-outs.
5. No more than one wristwatch or pocket watch will be permitted.
6. Purses, handbags, backpacks, or similar items are not permitted. Diaper bags and infant carriers, are permitted, but are subject to regular search procedures Clear plastic bags are preferred in place of diaper bags. Diaper bags may include:
 - a. A reasonable number of diapers and baby wipes
 - b. Three plastic baby bottles
 - c. Three plastic containers of baby food
 - d. One pacifier
- 7) All visitors are subject to clear the metal detector. The following items often prevent clearance of the metal detector:
 - a. Hairpins
 - b. Bras with metal underwires
 - c. Certain boots and shoes
 - d. Clothing with multiple zippers
 - e. Excessive jewelry

Wearing inappropriate clothing, conveyance of cell phones or tobacco products may result in a visitor not being allowed to visit or not clearing the metal detector.

For directions and other information visit our web site - <http://www.drc.ohio.gov/public/neprc.htm>