



## Video Visitation Rules and Dress Code

### Video Visitation Rules

1. All visitors 18 years or older must have a valid, government issued picture identification card to participate. When registering to visit, the visitor must register using their legal name.
2. Home internet video visitation visitors must be logged into GTL system 15 minutes prior to the visit starting. AFOI Visitor Center visitors must arrive at the Visitor Center at least 20 minutes prior to their scheduled visit.
3. Visits are for the exact time slots as scheduled. Fees will not be refunded for late arrivals or missed visits.
4. If the inmate must use the restroom, the visit will be terminated.
5. All visitors and inmates are required to always conduct themselves in an orderly responsible fashion. No use of profanity, loud, or hostile communication will be permitted. Both the inmate and the visitor will be held responsible for inappropriate behavior during a video visit.
6. Visitors and inmates must remain seated through the entire visit. Visitors may not lie down during the visit. Visitors are required to be in a family friendly area, e.g. living room, dining room.
7. The Visitor is prohibited from participating in a video visit while driving a car.
8. Any visitor suspected to be under the influence of alcohol or other drugs will have their visit terminated.
9. Visitors will not be permitted to use cell phones, blackberries, pagers, laptops, gaming systems, or other portable electronics during visitation. These devices must be left outside the Visitor Center. Use or possession of such devices in the Visitor Center will result in termination of the visit. (*Visitor Centers only*)
10. Visitors are prohibited from using any portable electronic device during visitation other than the device connecting the visit. No other form of technology can be present during the visit. (*Home Internet*)
11. Only five persons, including children are allowed to visit at any time. A minimum of one of the visitors must be over 18 and the parent or legal guardian of any minor visitor(s).
12. All persons participating in the video visit must be pre-registered to participate during the visit. Someone entering the room that is not pre-registered should not sit down and begin participating in the visit. (*Home Internet*)
13. The use of gang signs is prohibited. If they are displayed, the visit will be terminated without refund.
14. Visitor Center visitors are not admitted without prior approval (*Visitor Centers only*).
15. Visitors will not be permitted to leave and re-enter the visiting area (*Visitor Centers only*).
16. The control of children is the responsibility of the parent or legal guardian. Children are not permitted to roam. The visiting room is not a playroom. Failure to keep proper supervision of children after being warned may result in the termination of the visit (*Visitor Centers only*).
17. It is the responsibility of the inmate to coordinate with their family and friends on the best time to set a video visitation appointment. Inmates are not excused from work or school to attend a video visit.

### Prohibited Conduct

1. Any display of nudity/exposure or removal of clothing during the visit. Any behavior or actions of a sexual nature (including but not limited to the display and/or use of adult sex toys, products, etc.).
2. Any ongoing use of suggestive and/or inappropriate language.
3. Any use of profanity, loud, or hostile communication.
4. Any use or display of drugs, alcohol, related paraphernalia, or intoxication.
5. Any use or display of weapons, unlawful/criminal activity, or depiction of unlawful/criminal activity.





6. Any recording or filming of a visit by any visitor or third party. Taking pictures or screenshots of the inmate is not permitted.
7. Any display of pictures or movies running in the background that contains inappropriate content during the visit.
8. Any presence of technology (cellphone, computer, tablet, television, etc.) other than the device being used to participate in the visit.
9. Any third party joining the visit utilizing technology outside of the GTL Visitor Web application.
10. Any disallowed minor children attending or participating in the visit.

### Dress Code

1. All visitors are required to be dressed in outer garments and undergarments. Visitor clothing must cover from the neck to the kneecaps and all visitors must wear underwear. Visitors using a video visitation center must wear outer garments and undergarments appropriate for their gender.
2. The following types of clothing are prohibited:
  - Tube tops, tank tops, or halter tops unless covered by garments that meet the visitor attire requirements
  - Clothes that expose a person’s midriff, side, or back
  - Mini-skirts, mini-dresses, shorts, skorts, or capri pants (at or above the knee)
  - Form-fitting clothing, such as leotards, spandex, leggings, and jeggings. (Form-fitting clothes worn under clothing that covers from the neck to the kneecaps and otherwise meets the visitor attire requirements is permitted)
  - See-through clothing (Clothing that exposes the visitor’s undergarments, torso, and/ or skin above the knee caps is prohibited)
  - Tops or dresses that have revealing necklines and/or excessive slits
  - Clothing that contains symbols or signs with inappropriate language or graphics, including gang symbols, racist comments, inflammatory communications, etc.
3. Footwear is required (*Visitor Centers only*).

### Sanctions/Enhanced Sanctions

1. Both the inmate and the visitor are responsible for any inappropriate behavior during a visit and both are subject to being suspended from participating in video visitation. Video visitation privileges will be suspended for 6 months. Some violations are subject to enhanced sanctions up to and including a permanent ban on use of the system.
2. Security staff may terminate a video visit when the inmate and/or the visitor violates the video visit rules and regulations.
3. Any effort by a visitor or inmate to circumvent any visiting regulation may result in denial of future visits.

**I agree to abide by the rules, prohibited conduct, and dress code for Video Visitation and understand that failure to do so may result in the suspension of video visitation privileges:**

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Main Visitor Contact Printed Name	Phone Number	Signature	Date
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**Visitor must mail *Video Visiting List*, signed *Video Visitation Rules*, and *Fee* to Assisting Families of Inmates (AFOI), 1 North Fifth Street, Suite 416, Richmond Virginia 23219.**

