

Offender Visitation Application

All prospective visitors should read the Indiana Department of Correction Visitation Policy on the IDOC web page and the Miami Correctional Facility Visitation Rules on the facility web page.

1. **On-line visitation application:** Potential visitors may submit their visitation application electronically at <http://www.jpays.com> If not a current J-Pay customer, individuals must open up a J-Pay account in order to proceed to the on-line application page.
 - It is recommended that prior to submitting an on-line visitation application the prospective visitor should communicate with the offender they would like to visit. This can be done by writing the offender a letter through U.S. Mail or J-Pay e-mail. If the offender is in agreement, then the prospective visitor can submit an application to visit on line.
 - Properly completed on-line visitation applications should be processed and approved or denied within three weeks of submittal.
 - Visitors may check the status and verify that no additional items are needed for completion by going to the [jpays.com](http://www.jpays.com) website.
 - Additional documentation will be needed for minor child (copy of birth certificate or guardianship paperwork or minor child visitation form) or ex-offender (ex-offender form and paperwork regarding discharge from probation/parole). A note will be made on-line when additional items are needed and where to send them.
 - If a visitation application is submitted, and it is discovered that the offender does not want to visit with the potential visitor, the application will be denied.
2. **Printed Visitation applications are still an option.**
 - Visitors are responsible for sending applications to family members and friends that do not want to utilize the electronic on-line visitor application.
3. **Visitation Guidelines:**
 - General population visitation is Monday, Tuesday, Thursday, Friday, Saturday, Sunday from 8:00 AM to 3:00 PM.
 - Restrictive Housing visitation is Wednesday only, 8:00 AM to 3:00 PM.
 - Minimum Housing visitation is Wednesday, Friday, Saturday, Sunday and State Holidays from 9:00 Am to 3:00 PM

NOTE: IT IS CRITICAL THAT ALL INFORMATION SUBMITTED ON BOTH THE ELECTRONIC AND PAPER VISITATION APPLICATIONS IS COMPLETELY FILLED OUT PRIOR TO SUBMITTING. PLEASE BE ADVISED THAT BY COMPLETING AND SUBMITTING THIS APPLICATION TO VISIT AT ANY INDIANA DEPARTMENT OF CORRECTION FACILITY YOU ARE ATTESTING TO THE TRUTHFULNESS AND ACCURACY OF THE INFORMATION BEING SUBMITTED. CRIMINAL BACKGROUND CHECKS WILL BE CONDUCTED ON ALL PERSONS 16 YEARS AND OLDER THAT APPLY FOR VISITING PRIVILEGES.