STATE OF NEW YORK DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISON

AUBURN CORRECTIONAL FACILITY

AUBURN, NY 13024

2016 WEEKEND VISITING SCHEDULE

JANUARY		
SAT	2	M-Z
SUN	3	A-L
SAT	9	A-L
SUN	10	M-Z
SAT	16	M-Z
SUN	17	A-L
SAT	23	A-L
SUN	24	M-Z
SAT	30	M-Z
SUN	31	A-L

FEBRUARY		
SAT	6	A-L
SUN	7	M-Z
SAT	13	M-Z
SUN	14	A-L
SAT	20	A-L
SUN	21	M-Z
SAT	27	M-Z
SUN	28	A-L

MARCH		
SAT	5	A-L
SUN	6	M-Z
SAT	12	M-Z
SUN	13	A-L
SAT	19	A-L
SUN	20	M-Z
SAT	26	M-Z
SUN	27	A-L

APRIL		
SAT	2	A-L
SUN	3	M-Z
SAT	9	M-Z
SUN	10	A-L
SAT	16	A-L
SUN	17	M-Z
SAT	23	M-Z
SUN	24	A-L
SAT	30	A-L

MAY		
SUN	1	M-Z
SAT	7	M-Z
SUN	8	A-L
SAT	14	A-L
SUN	15	M-Z
SAT	21	M-Z
SUN	22	A-L
SAT	28	A-L
SUN	29	M-Z

JUNE		
SAT	4	M-Z
SUN	5	A-L
SAT	11	A-L
SUN	12	M-Z
SAT	18	M-Z
SUN	19	A-L
SAT	25	A-L
SUN	26	M-Z

JULY		
SAT	2	M-Z
SUN	3	A-L
SAT	9	A-L
SUN	10	M-Z
SAT	16	M-Z
SUN	17	A-L
SAT	23	A-L
SUN	24	M-Z
SAT	30	M-Z
SUN	31	A-L

AUGUST		
SAT	6	A-L
SUN	7	M-Z
SAT	13	M-Z
SUN	14	A-L
SAT	20	A-L
SUN	21	M-Z
SAT	27	M-Z
SUN	28	A-L

SEPTEMBER		
SAT	3	A-L
SUN	4	M-Z
SAT	10	M-Z
SUN	11	A-L
SAT	17	A-L
SUN	18	M-Z
SAT	24	M-Z
SUN	25	A-L

OCTOBER		
SAT	1	A-L
SUN	2	M-Z
SAT	8	M-Z
SUN	9	A-L
SAT	15	A-L
SUN	16	M-Z
SAT	22	M-Z
SUN	23	A-L
SAT	29	A-L
SUN	30	M-Z

NOVEMBER		
SAT	5	M-Z
SUN	6	A-L
SAT	12	A-L
SUN	13	M-Z
SAT	19	M-Z
SUN	20	A-L
SAT	26	A-L
SUN	27	M-Z

DECEMBER		
SAT	3	M-Z
SUN	4	A-L
SAT	10	A-L
SUN	11	M-Z
SAT	17	M-Z
SUN	18	A-L
SAT	24	A-L
SUN	25	M-Z
SAT	31	M-Z

AUBURN CORRECTIONAL FACILITY
AUBURN, NEW YORK
(315) 253-8401

CONDUCT: INAPPROPRIATE BEHAVIOR MAY RESULT IN TERMINATION OF THE VISIT. THIS INCLUDES OUTBURSTS OF TEMPER OR FOUL LANGUAGE. The visit room is a family setting with persons of all ages present, including children. **Brief** kissing, embracing and handholding are permitted. Prolonged kissing, prolonged embracing, straddling-type contact of the legs or touching of private body parts is unacceptable and WILL NOT BE TOLERATED. The same rules apply and will be enforced during Click-Click.

CHILDREN MUST BE KEPT UNDER CONTROL AT ALL TIMES.

DRESS CODE: No extremely short skirts or short-shorts. No "slashed" clothing that exposes the body inappropriately. No tank tops, plunging necklines, top that expose more than half of the back. No clothing made of "see through" material will be allowed. Elderly persons will be allowed one light-weight sweater, other than that, no outerwear items (sweaters, coats, jackets, sweatshirts, scarves, gloves, etc.) are allowed.

ITEMS ALLOWED TO BE BROUGHT IN: money in a small change purse, preferable clear plastic; ID's; personal jewelry & eyeglasses; legal paperwork; photos (loose, no negatives); one (1) lipstick; nitroglycerin; baby care items in a small bag (diapers, wipes, bottles food not in glass containers).

ITEMS NOT ALLOWED IN: games of any kind; cards; pens; pencils; crayons or markers; children's toys of any kind; Bibles, Korans, or other religious books; photo albums; magazines; books; coloring books; large pocketbooks or purses. Medication must be left with front desk officer, but can be accessed as needed with officer escort. The same is true for any ointments or lotions needed for baby care,or for baby food in glass containers.

NUMBER OF VISITORS: **Weekdays--6** **Weekends and Holidays--4**

Children are always counted the same as adults. **Infants are NOT counted.** Proper identification must be presented for every visitor, including children and babies.

Adequate identification shall consist of any of the following:

1. Picture I.D.
2. Signature Card (credit card, social security card, employment I.D., welfare card, drug program card, Armed Service I.D., drivers' license, motor vehicle registration, or any other similar document with the visitor's signature on it).
3. Birth or baptismal certificates shall not be considered adequate identification for an adult visitor; however, they may be used as identification for a minor child. Absent any other creditable documentation, an adult approved to visit may vouch for the identification of a minor.

Children not in company of their parents must have a notarized parental permission letter to visit.

PROCEDURE: Fill out the visit slip when you first come in; be sure to include your complete address. Please write legibly; **do not use nicknames**; be accurate when entering your relationship to the inmate. Please await further instructions from the front desk officer(s). All adult visitors will be required to present photo identification. Your photograph may also be taken for the visitor identification system.

PACKAGES: Leave packages at the reception desk BEFORE the start of the visit. You cannot leave a package without visiting, and you cannot leave a package for an inmate with whom you are not visiting. Questions about returned or unacceptable packages are to be handled in the Visit Room. When your visit is over, you sign for the returned package and exit the facility in an orderly manner. Reception Desk Officers are not authorized to overturn decisions regarding unaccepted packages. **Money** being left for the inmate is collected ONLY at the Front Desk prior to the visit; $50 is the maximum allowed.

* Free parking is available across the street from the facility. The parking lot behind the gas station is accessible from Garden Street. The parking lot behind the Hospitality Center is accessible across from Van Anden Street. Meter and Handicapped parking are available on State Street directly in front of the facility.

THE AUBURN HOSPITALITY CENTER IS OPEN AS FOLLOWS:

MONDAY	Closed			VISIT ROOM HOURS:
TUESDAY	8:30 a.m.	to	12:30 p.m.	9 A.M. - 3:00 P.M.
THURSDAY	8:30 a.m.	to	12:30 p.m.	EVERYDAY
SATURDAY	8:30 a.m.	to	3:30 p.m.	
SUNDAY	8:30 a.m.	to	3:30 p.m.	

CLOSED ON WEDNESDAY AND FRIDAY.

HOSPITALITY CENTER TELEPHONE NUMBER: (315) 253-0121

* Doors will be closed & locked at 3:30 p.m. on weekends as attendant must leave Hospitality Center on time.
* Persons waiting for bus or van service will have to wait out-of-doors after 3:30 p.m.

Additional information can be found at www.doccs.ny.gov by clicking on "Family Guide" in the left-hand column.