Kansas Department of Corrections
Application for Visiting Privileges

Facility: _____   Resident to be Visited:

Address: _____   Name: _____

City, St, Zip: _____   KDOC#: _____

Date: _____

APPLICANT INFORMATION

All questions must be answered. Incomplete applications must not be processed! Omissions or falsification could result in denial of visiting privileges. Completed applications are to be mailed to the facility at the address above, Attention: Visitation.
Do not mail applications to residents. Allow 4 to 6 weeks for processing of applications.
Visitors are to familiarize themselves with the Visitor Handbook for the facility they wish to visit.

Visitor Identification

1. Name of applicant: First: _____ M: _____ Last: _____

2. Maiden Name /Alias: First: _____ M: _____ Last: _____

3. If under 18 years old

   Authorized Guardian: First: _____ M: _____ Last: _____

4. Identifying Information: Relationship to resident (father, wife, friend) _____ Race: _____ Gender: __M __F

5. Current Address:

   Street:_____ City: _____State: ___Zip: _____

   Phone number: _____

6. Date of Birth: _____   Social Security #: _____

   DL/ID State _____ DL/ID# _____

7. Are you approved to visit another KDOC Resident? Yes____ No____ Relationship _____

   If yes, Name: _____ Number: _____ Facility: _____

ADDITIONAL DOCUMENTATION REQUIREMENTS

A copy of an official birth certificate is required for each visitor under 18 years of age.
For infants under 30 days old, a hospital certificate of birth can be used for infant identification.

Non United States citizen visitors must provide a photocopy of at least one (1) of the following documents when submitting an application. 1. Passport 2. Visa 3. Resident Alien Card 4. Permanent Resident Card 5. Employment Authorization Card.

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8. Are you on probation or parole? No_____ Yes_____ If Yes, which State and County _____

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9. Have you ever been, or are you currently, an employee of the Kansas Department of Corrections, an employee of any contractor to the Kansas Department of Corrections, or a volunteer within the Kansas Department of Corrections?
No___   Yes____

If yes, please provide the details of that past or present employment and volunteer activity:

_____
_____
_____
_____

10. Were you a victim of the person you wish to visit or were any of your immediate family a victim of the person you wish to visit? No____ Yes____

(If YES, you must initiate this request through the Department's Victim Services.) Victim Services can be reached by writing to:

> Office of Victim Services
> Kansas Department of Corrections
> 714 SW Jackson, Suite 300
> Topeka, KS 66603

> or by calling, 1-866-404-6732

WARNING

K.S.A. 21-5914 provides that: (a) Traffic in contraband in a correctional institution or care and treatment facility is, without the consent of the administrator of the correctional institutional . . . : (1) Introducing or attempting to introduce any item into or upon the grounds of any correctional institution . . . ; (2) taking, sending, attempting to take, or attempting to send any item from any correctional institution or . . . ; (3) any unauthorized possession of any item while in any correctional institution or . . . ; (4) distributing any item while in any correctional institution . . . ; (5) supplying to another who is in lawful custody any object or thing adapted or designed for use in making an escape; or (6) introducing into an institution in which a person is confined any object or thing adapted or designed for use in making any escape. (b) Traffic in contraband in a correction institution . . . is a: (1) Severity level 6, nonperson felony, except as provided in subsection (b)(2) or (b)(3); (2) severity level 5, nonperson if such items are: (A) Firearms, ammunition, explosives or a control substance which is defined in K.S.A. 2016 Supp. 21-5701, and amendments thereto, except as provided in subsection (b)(3); (B) defined as contraband by rules and regulations adopted by the secretary of corrections, in a state correctional institution or facility by an employee of a state correction institution or facility, except as provided in subsection (b)(3); . . . (4) defined as contraband by rules and regulations adopted by the commissioner of the juvenile justice authority, in a juvenile correctional facility by an employee of a juvenile correctional facility, except as provided by subsection (b)(3); and (3) severity level 4, nonperson felony if: (A) Such items are firearms, ammunition or explosives, in a correctional institution by an employee of a correctional institution or in a care and treatment facility by an employee of a care and treatment facility; or (B) a violation of subsection (a)(5) or (a)(6) by an employee or volunteer of the department of corrections or the employee or volunteer of a contractor who is under contract to provide services to the department of corrections. (c) The provisions of subsection (b)(2)(A) shall not apply to the possession of a firearm or ammunition in a parking lot open to the public if the firearm or ammunition is carried on the person while in a vehicle or while securing the firearm or ammunition in the vehicle, or stored out of plain view in a locked but unoccupied vehicle. (d) As used in this section, "correctional institution" means any state correctional institution or facility, conservation camp, state security hospital, juvenile correctional facility, community correction center or facility for detention or confinement, juvenile detention facility or jail.

Effective March 17, 2003, all department facilities, offices, and grounds are tobacco-free, at which time all tobacco products are declared contraband in accordance with K.S.A. 21-5914 (Traffic in contraband in a correctional institution or care and treatment facility.). On and after this date, the use or possession of all tobacco products by any person is prohibited on department property. The only exception is for visitors to secure tobacco and tobacco-based products in their personal motor vehicles in the facility parking lot, unless they are intended for distribution within a facility. Violations of this policy may result in termination of visits, suspension of visiting privileges, and/or possible prosecution.)

Any visitor's possession of a cell phone on the grounds of a correctional facility (except within the confines of his or her vehicle) is prohibited. Violation may result in termination of visits, suspension of visiting privileges, and/or possible prosecution.

Visitor or Visitor's Guardian

Signature: _____   Date: _____