

## Douglas County Department of Corrections Inmate Visitation Request Form

**ATTENTION: This form will not be process if mailed to the inmate. No faxes will be accepted.**

Mail or hand deliver to:  
Douglas County Department of Corrections  
710 South 17<sup>th</sup> Street  
Omaha NE 68102

Inmate's Name	Data Number	Housing Unit
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**Persons under eighteen (18) years of age must be on the approved visiting list and accompanied by parent/legal guardian who is also approved on the inmate's visitation list.**

**THIS SECTION IS TO BE COMPLETED BY THE VISITOR AND NOT BY THE INMATE.**

Please print clearly or type all information requested.

Full Legal Name \_\_\_\_\_

Last Name	First Name	Middle Initial
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Current Address \_\_\_\_\_

Street/P.O. Box/Rural Route	City	State	Zip Code
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Telephone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Social Security No. \_\_\_\_\_ Marital Status \_\_\_\_\_

Relationship to Inmate: \_\_\_\_\_

Have you been convicted of a crime other than a traffic violation: Yes  No  If yes, what was date and the offense?  
(date) \_\_\_\_\_ (offense) \_\_\_\_\_

Information provided above may be used to complete a National Crime Information Center background check.

**I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I understand that falsification of this information may result in the denial of visitation privileges.**

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: It is the responsibility of the inmate to notify the visitor concerning the disposition of the request.

**XXXXXXXXXXXXXXXXXXXXX DO NOT REMOVE – FOR FACILITY USE ONLY XXXXXXXXXXXXXXXXXXXXXXXX**

Inmate's Name	Data Number	Housing Unit
Visitor's Last Name	First Name	Middle Initial

Has been  APPROVED  DENIED to visit. **It is the inmate's responsibility to notify the visitor/applicant of the disposition of the visiting request. Inmates may submit an Inmate Request Form to the Lobby to remove an approved visitor from their list.**

Staff Signature \_\_\_\_\_ Chit Number \_\_\_\_\_ Date \_\_\_\_\_

White or original: Records Inmate File  
Yellow or copy: Inmate  
Revised 04/10