## **How to Schedule Your Visit**

**Step1:** Due to the current COVID-19 pandemic and social distancing guidelines, an inmate can have up to 2 visitors per visit and one (1) visit per week. One (1) adult and one (1) child or just one (1) adult. For all visitors, have the following information ready:

Full name Date of birth Address Phone number ID Number

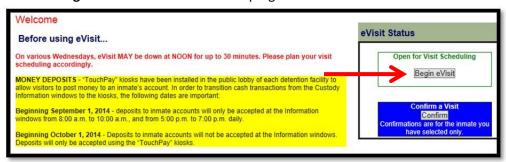
(All visitors 18yrs+ are required to have a valid government ID; visitors 15-17yrs old must bring a school ID.)

**Step 2:** Go to <u>www.sdsheriff.net</u>. In the "**Who's in Jail**" section, type your inmate's name. Type the code that appears on your screen. Click on your inmate's last name.

Step 3: Click on the "Schedule a Visit with this Inmate" icon.



Click on the "Begin eVisit" button near the top right-hand corner.



Read the terms and conditions, check the box near the bottom and click "Schedule a Visit".



Step 4: Select a time. Click continue.

Select the number of visitors (up to 3). Click continue.

Type the names of the visitors.

Select their genders.

Type the date of birth for each.

Select each visitor's relationship to the inmate. (For example: I am the inmate's <u>mother</u>.

He is the inmate's <u>boyfriend</u>.

She is the inmate's <u>daughter</u>.

		2 Visit	3 or Addresses	Schedule Visit	- 5 Finished
How	many visitors (includions) Once you have selected the	e number of visi	tors, you will fil	I out the visitor informat	
		inter name(s) as			Block to the territory
First Name	Last Name		Gender	DOB (mm/dd/yyyy)	Relationship to Inmate
Jane	Doe	🗸	Female V	11/11/1950	MOTHER
For your additional	visitors, you must fill in th	ne fields below.			
First Name	Last Name		Gender	DOB (mm/dd/yyyy)	Relationship to Inmate
John	Smith	JR 🗸	Male 🗸	01/01/1975	BOY FRIEND V
	STOP				
	Exit		Cor		

Click continue.

**Step 5:** Add the address, phone number and ID information for each visitor over 18 years of age.

First Name	Last Name	2		Gender	Date	of Birth	Relationsh	ip to Inmate
Jane	Doe			F	11/11	/1950	MOTHER	
Street Number	Street Name			City		State		Zip Code
123	Main St			Anywhere		California	~	12345
Phone (555-555-555) ID Type				ID State		ID Number		
555-555-5555	DRIVERS LICENSE	~		California	~	A1324567		
John	Smith		JR	М	01/01	/1975	BOY FRIEN	D
John	Smith		JR	M	01/01	/1975	BOY FRIEND	
AND THE PROPERTY OF THE PARTY OF THE	Street Name	Ant	-			Chaha		71 0 1
Street Number	ou cee name	Apt		ity		State		Zip Code
Street Number 456	Broadway Ave	Арс		nytown		California	~	12345
		Арс	[A	- 0.5				

Click continue.

Step 6: Confirm your visit.



You do not have to print the confirmation page. Remember that you must arrive at least <u>30 MINUTES PRIOR TO THE</u>

<u>VISIT</u> in order to check-in for your visit. Bring <u>VALID GOVERNMENT ID</u>. If a visitor is **15 – 17 years old, they must bring a school ID** in the absence of a valid government ID.