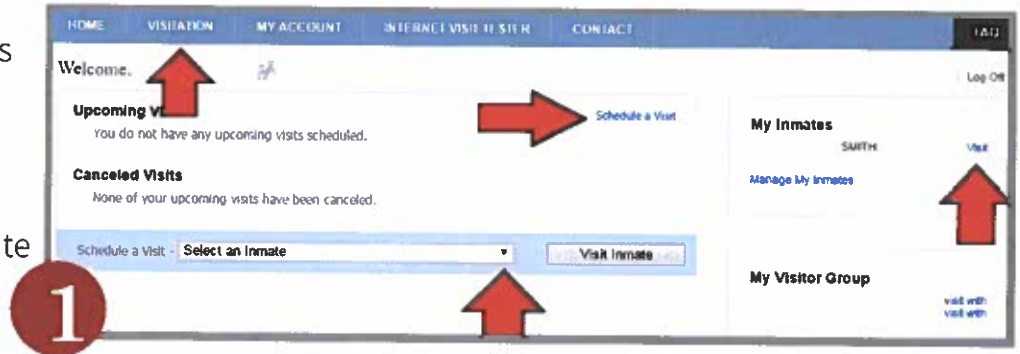


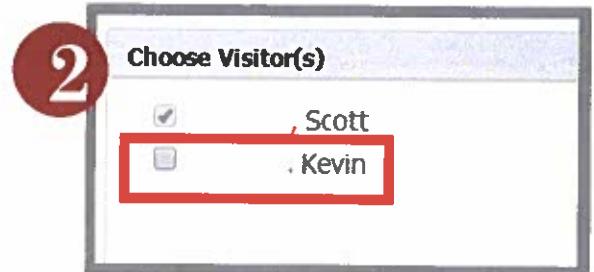
SCHEDULING A VISIT

1 There are 4 different ways to start the process of scheduling a visit.

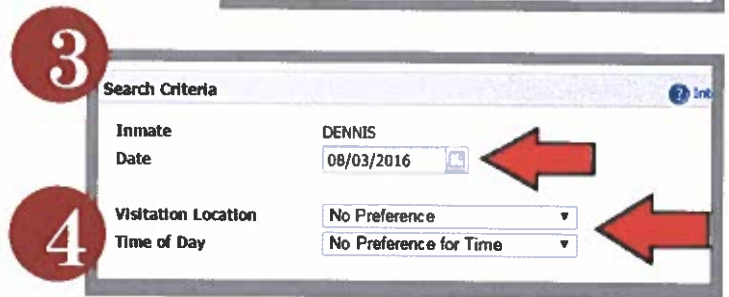
- a. Click on one of them.
- i. Associate the Inmate to the visit.



2 Choose Additional Visitors to Scheduled Visit.



3 Choose Your Date.
a. Click the Calendar.



4 Choose Your Location and Time of Day preference.

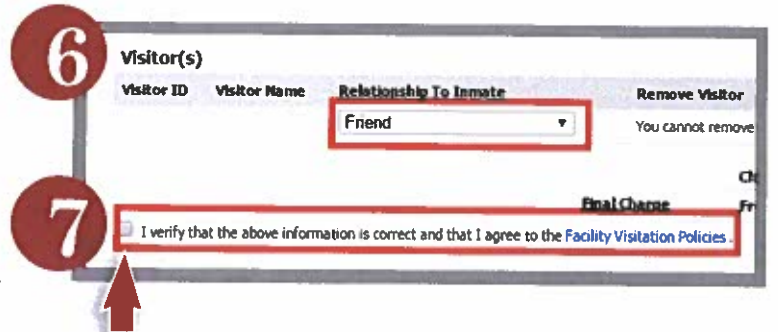
5 Select your Time.

6 Establish the Relationship between you and the inmate.



7 Read the Facility's Visitation Policies.
a. Check the box.

8 Click Confirm.



9 Your Visit has been scheduled successfully.