

## Requirements to Schedule a Visit

### Requirements:

- Valid photo ID is required for all visitors at check-in.
- Before scheduling a visit, visitors must create an account online using a valid email address. If you do not have an email address, there are many webmail providers who offer free email accounts. An email account is required for account creation and for using the online registration tool.
- If you are a professional visitor, please contact the correctional facility directly to determine the process for obtaining "Professional Visitor" status. You can continue with the registration as a personal visitor in the meantime and once you obtain "Professional Visitor" status, you will see the label "Professional" next to your name on the homepage. In addition, your professional visits will not be monitored or recorded after your status has been granted.

## Visitation Details & Schedule

### Registration & Scheduling Website:

GOOGLE SEARCH ENGINE GO TO [gtlvisitme.com/app](http://gtlvisitme.com/app)

### Visitation Guidelines:

- Saturday and Sunday visits only
- Visitors arrive 15 minutes before their visit
- Visits must be scheduled 7 days in advance
- Visits must be canceled 2 days in advance
- Modifications must be 2 days in advance

### Visitation Schedule:

#### Saturday

- 9:00 am - 3:00 pm

#### Sunday

- 12:00 pm - 3:00 pm

\*Times subject to change. Current times will be shown during the scheduling process online.

### HAVE QUESTIONS?

For more information about this program, call the facility information line:



**(410) 638-3140**

## HARFORD COUNTY DETENTION CENTER



## Visitation Scheduling & Registration

Visitors can now register for and schedule visits with inmates of this facility. Please review this brochure before registering for, or scheduling an inmate visit.

**VISITATION SCHEDULE, DETAILS AND LOCATIONS** are listed on the back of this brochure.

Please be sure to note your visitor information below.

Visitor ID:

Password:





## VISITATION SCHEDULING & REGISTRATION

### Register

Visitors can now register for and schedule inmate visitations online.

Visitors must register for an account before scheduling visits. To create an account, visit the URL on the back of this brochure and click the button to register. Be sure to provide a valid email address where you can receive emails since visitation confirmations, password recovery and other account functions are done using the email you provide. Be sure to carefully note your login details for future use. After you are registered, go to the email account that you provided and click on the account verification emails you received. If you do not receive an email, check your spam/junk folder. If you still don't see an email from the system, call 855-208-7349.

Next, log in using the temporary password provided in the email. You will be prompted to change your password. Be sure to pick a password you can remember, or note it in a secure location.

### Returning Users

Visitor ID

Passwd (is Sensitive)

Forgot your password?

Using visits with your...  
ows you to skip the long...  
You can select the date...  
ant for you. Best of all,

### Schedule a Visit

To schedule an inmate visit, log in with the email address you used for registration and the new password you created after logging in with your temporary password. Click "Visitation" in the main menu, add any additional visitors that will attend the visit and select the inmate you'd like to visit.

Next, enter your preferred date, time and location and click "Search." Click "Select" next to the desired visitation time. **NOTE: ALL visits must be scheduled at least 7 days in advance.**

On the next page, you can review selections and make changes. At the bottom of the page, indicate that you have reviewed the policies. Verify all the information on the page, and click "Confirm." The status of the visit should now be "Confirmed." Upcoming visits are shown on the Home page. Click a visit to review its details.

### Check In & Visit

Visitors must arrive before your visit is scheduled to begin. Details on what to bring with you and how early to arrive are listed on the back of this brochure.

### Cancellation

To cancel a visit, click "Cancel Visit" on the summary page in your account, or click the "X" next to the visit on the home page. You will then be asked to confirm your cancellation. All video visits must be canceled prior to the start of the visit or you will be expected to show and deemed a no-show if you fail to attend. See the back of this brochure for information regarding cancellations.

### Visit History

To view information about past visits, click the "View Visit History" link under the "My Account" tab.

