



SPECIAL EVENT VISITOR FACILITY ACCESS AGREEMENT

**TEXAS
JUVENILE
JUSTICE
DEPARTMENT**

Individuals may participate in as many as four volunteer-led events during a 12-month period of time without completing a volunteer application packet and enrolling in the Texas Juvenile Justice Department (TJJD) volunteer program. Participation is not guaranteed and is subject to approval by the community relations coordinator. This agreement must be completed and submitted to the location listed below at least two working days prior to the scheduled activity/event, or by noon on the Thursday before a weekend activity.

Mailing Instructions

TJJD Facility Mailing Address	City	State TX	Zip
Community Relations Coordinator	Office Phone #	Fax #	

Personal Information

Full Name (Last, First, Middle)		Suffix (e.g., Jr.)	Other Names Used	
Address	Apt. #	City, State	Zip	Phone #
Driver's License State and #	Email Address			

Additional Information

What group are you affiliated with?

Epiphany Ministries of Texas

Describe the event or activity in which you wish to be involved (include date and time).

3-Day Weekend/Closing

Since January 1st of this year, which visit will this be for you at this TJJD facility?

First Second Third Fourth

Are you interested in enrolling in the TJJD volunteer program?

Agreement (please indicate your agreement to the following regulations by initialing each statement)

- ___ I understand that while I am visiting the facility, I will at all times remain within eyesight of the staff and/or registered volunteer who is supervising the activity.
- ___ I will abide by the rules and regulations of TJJD.
- ___ I understand and agree that neither TJJD nor the State of Texas will be liable for injuries sustained by me.
- ___ I will respect the privacy of every youth committed to TJJD by not sharing any information about a youth with anyone outside of TJJD. The discussion of such information, even between volunteers and employees, must be in the line of service, impersonal and discreet.
- ___ I understand that security personnel will search me and my personal possessions when entering a secure TJJD facility to maintain a safe, rehabilitative environment. I understand that if I refuse to be searched or refuse consent to search my personal property, I will be subject to immediate removal from the facility.
- ___ I assume full responsibility for any personal item that I bring into a TJJD facility.
- ___ I will leave my vehicle keys with security personnel as I enter the facility.
- ___ I will not bring anything considered as contraband into the TJJD facility, including knives and other weapons, cell phones, cameras and other recording devices, alcohol, tobacco, illegal substances, and pornography.
- ___ I will not have a weapon in my possession while on the premises of a TJJD facility, regardless of whether or not I am licensed to carry a concealed handgun (this includes my vehicle parked at a TJJD facility).
- ___ I will not give or exchange personal information, including phone numbers, email or home addresses, and any other personal information, with any youth in a TJJD facility unless I have prior approval from the facility administrator or designee.
- ___ I will not give or exchange money or goods (including food), regardless of value, with a youth unless authorized by the community relations coordinator.
- ___ I will comply with the schedule and conditions concerning the purpose and nature of the event I am attending.

