

GUIDELINES FOR VISITORS ATTENDING KAIROS CLOSING CEREMONY

1. Familiarize yourself with these regulations governing visitors to the institution, and obey all regulations implicitly & explicitly.
2. Always bring your Driver's License with you. Don't attempt to enter the institution without it.
3. There will be no mingling, mixing, hand shaking, hugging, etc., before, during, or after a Closura between those visitors coming in exclusively for the Closura and the outside team, inside team, or candidates. The outside team can mix with Closura visitors only after the inside men have been escorted out.
4. Do not take money, pocket knives, drugs, guns, keys (except driver's car key), jewelry, watches, pens, mints, medicine, or food into the institution. If you must take medicine during the period of your visit, give it to the Kairos leader, and he will make sure it gets in properly.
5. Do not take anything into an institution to give to a resident. The receipt of packages and gifts is restricted. We cannot give them clothes, socks, Christian books, or Kairos/Cursillo music tapes. We cannot give them, . . . anything.
6. Do not ask any resident how much time he has to serve or why he has been imprisoned.
7. Do not promise to do anything for any resident.
8. Do not go anywhere outside the chapel area or community room area alone. You must be accompanied by the chaplain or other staff member.
9. Do not give a resident your address. Do not give a resident your phone number.
10. Do not agree to take any messages out of the prison to any other person for a resident. This is a federal offense (felony). You may be taking out a coded escape message.
11. When the Rector's hand goes up, raise your hand and stop talking immediately.
12. Always be careful to observe the spirit as well as the letter of the prescribed dress codes for visitors in an institution:
 - a. No tan or army green pants or jackets;
 - b. No Levis or jeans;
 - c. No short pants;
 - d. No low-cut blouses;
 - e. No sandals, tennis shoes, or jogging shoes;
 - f. No tank tops or T-shirts. No shirts with sayings, logos, or anything printed on them. All shirts must have collars on them;
 - g. No hats or ball caps;
 - h. No jogging suits or sweats;
 - i. Look decent, casually professional.

DO NOT TAKE THESE GUIDELINES INTO AN INSTITUTION