

REQUEST FOR A VISITOR IDENTIFICATION NUMBER

A Visitor Identification Number (VIN) is required for individuals who want contact with inmates at NSW Correctional Centres either in person, by telephone or AVL.

To apply for a VIN please complete all fields below and forward to mrrc-visitsprocessing@dcj.nsw.gov.au

NOTE: All efforts will be made to accommodate the creation of VIN's at short notice; however, please allow 5 business days for processing of this form.

Full Name (including middle name) <i>[Please use Block Letters]</i>	SURNAME,	First	Middle
Date Of Birth [D.O.B]			
Male / Female / Other			
Street Address			
Name & MIN of the inmate			
Relationship to the inmate (I.e: Friend, sister, cousin, husband or wife, de facto)			
Contact phone number. <i>This MUST be an individual/ unique phone number</i>	Landline Number	Mobile Number	
Email address - <i>This MUST be an individual email address. Group email addresses are not acceptable.</i>			
ID Information – Eg: Drivers Licence No, Government issued photo ID, Medicare Card, Birth Certificate or Passport (minors) etc	[PLEASE PROVIDE A CLEAR SCANNED COPY OF ID]		

To schedule contact with an inmate please:

1. Obtain your VIN
2. Contact Correctional facility inmate is house to arrange a visit booking

Notifications of bookings and cancellations will be forwarded to attendees via the *JUST Connect* system.