

# Onondaga County Sheriff's Office

Eugene J. Conway  
Sheriff



Jason M. Cassalia  
Undersheriff

Joseph B. Ciciarelli Chief Deputy Police Department  
Kenneth C. Andrews Chief Deputy Civil Department  
Esteban M. Gonzalez Chief Deputy Custody Department  
William J. Hanna III Chief Deputy Correction Department

## JUSTICE CENTER TOUR APPLICATION

Sheriff's Office	315-435-3044
Police Department	435-3036
Human Resources	435-1767
Civil Department	435-3060
Correction Department	435-5581
Custody Department	435-1717
Criminal Investigations	435-3081
Police Records	435-3010
Custody Records	435-1782

Name: \_\_\_\_\_  
(last) (first) (m.i)

Alias/Maiden Name: \_\_\_\_\_  
(last) (first) (m.i)

Date of Birth: \_\_\_\_\_ Social Security No: \_\_\_\_\_ Driver License State/No.: \_\_\_\_\_

Address: \_\_\_\_\_ City, State \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Applicants on Probation/Parole or with recent arrests or past felony/misdemeanor convictions may be denied the ability to tour the Justice Center.

Please be advised that all individuals scheduled to go on a tour of the Justice Center are expected to wear "Business casual attire" The following items **ARE NOT** allowed:

- Hooded sweatshirts (of any kind)
- "Short" skirts (above the knees)
- Shorts (of any kind)
- Hats (of any kind)
- Tee shirts (with inappropriate print)
- Armless shirts
- Low cut shirts, no midriffs (shirts must be long enough to be tucked in)
- Open toed shoes of any kind/high heels (inc. flip flop/sandals)
- Anything with your name or organization printed on it
- Excessive jewelry (that hangs from the neck or ears).

Any person(s) not adhering to these guidelines **will not** be allowed to enter the secure part of the facility. The reason for these guidelines is to ensure the safety of visitors, staff, and the inmate population. Staff will provide a detailed explanation of the rules and expectations of all visitors prior to each tour. All visitors must be 18 or over, unless accompanied by a parent/legal guardian.

We do not allow any: firearms, knives, weapons, cell phones, cameras, I-pods, mp3 players, any electronic devices, cigarettes/tobacco products, lighters, and or recording devices on the tour.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_