

**MINNESOTA DEPARTMENT OF CORRECTIONS  
VISITOR NOTIFICATION OF SEARCH**

At this time you are being asked to submit to a:

- Pat Search due to wand alert (requires Lieutenant's or higher authority's signature)
- Pat Search due to reasonable suspicion (requires Warden's/Officer of Day's (OD's) signature)
  
- Unclothed Body Search (requires Warden's/OD's signature)
  
- On-grounds Vehicle Search (requires Warden's/OD's signature)

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Title**

- **Wand or Pat Search:** This search involves the use of an electronic wand to scan the body for the presence of foreign objects, and requires you to empty your pockets and remove your shoes and metal objects as appropriate. If the wand "alerts", you will then be asked to submit to a "pat" search. If the wand does not "alert," but the officer conducting the scan has a reasonable suspicion that contraband is present nonetheless, you may be asked to submit to a "pat" search. A "pat" search is conducted by an officer of the same gender, and involves patting the outside of your clothing.
- **Unclothed Body Search:** This search is conducted by 2 officers of the same gender and consists of visual inspection of all body surfaces, including the ears, nose, and mouth, and requires the person to remove clothing.
- **On-grounds Vehicle Search:** conducted upon reasonable suspicion.

It is our intention to accomplish this search in as reasonable and dignified a way as possible. This procedure is necessary to protect incarcerated people/youth, staff, and guests, and we ask for your patience and cooperation. Failure to submit to this search will result in you being immediately "banned" indefinitely from this facility as well as all other Minnesota Correctional Facilities.

If you wish to obtain a review as to the reason a search was requested of your person and/or vehicle, you may submit a written request to the Warden within 15 days of the requested search. Send the request to the appropriate facility listed below.

**TO BE COMPLETED BY VISITOR:**

I certify that I have read the Visitor Notification and hereby advise that:

- I will       I will not      submit to the above stated search.

\_\_\_\_\_  
Visitor's Printed Name

\_\_\_\_\_  
Visitor's Signature

\_\_\_\_\_  
Date

OID: \_\_\_\_\_

\_\_\_\_\_  
Name of Organization or incarcerated person/youth that visitor is wishing to visit:

Relationship: \_\_\_\_\_

\_\_\_\_\_  
Officer Signature Conducting the Search

\_\_\_\_\_  
Second Officer's Signature (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Officer Conducting the Search

\_\_\_\_\_  
Printed Name of Second Officer (if applicable)

\_\_\_\_\_  
Date

Completed forms to be kept on file in Control Center for future reference.

MCF-St. Cloud  
2305 Minnesota Blvd.  
St. Cloud, MN  
56304-2424

MCF-Moose Lake  
1000 Lake Shore Dr.  
Moose Lake, MN  
55767-9449

MCF-Oak Park Heights  
5329 Osgood Ave. N.  
Stillwater, MN  
55082-0010

MCF-Stillwater  
970 Pickett St. N.  
Bayport, MN  
55003-1490

MCF-Red Wing  
1079 Highway 292  
Red Wing, MN 55066

MCF-Lino Lakes  
7525 4th Avenue  
Lino Lakes, MN  
55014-1099

MCF-Faribault  
1101 Linden Lane  
Faribault, MN  
55021-6400

MCF-Shakopee  
1010 W. 6th Ave.  
Shakopee, MN  
55379

MCF-Rush City  
7600 525th Street  
Rush City, MN  
55069

MCF-Togo  
62741 County Road 551  
Togo, MN 55723