

**STATE OF HAWAII  
DEPARTMENT OF PUBLIC SAFETY**

**VENDOR/SPECIAL/GROUP VISIT BACKGROUND CHECK APPLICATION  
(UNRELATED TO AN INMATE VISITOR LIST)**

The following entity/company \_\_\_\_\_ seeks entry into  
(Name of Entity/Company)

the Department of Public Safety's \_\_\_\_\_  
(Name of Facility)

for the following individuals as part of a group visit/tour/inspection. By signing below the individual acknowledges that they have read and understand the "Laws and Regulations" described below and agree to abide by them.

**APPROVED**

1.	_____	/	_____	/	_____	/	_____	Y/N
	Name		DOB		SSN		Signature	
2.	_____	/	_____	/	_____	/	_____	Y/N
	Name		DOB		SSN		Signature	
3.	_____	/	_____	/	_____	/	_____	Y/N
	Name		DOB		SSN		Signature	
4.	_____	/	_____	/	_____	/	_____	Y/N
	Name		DOB		SSN		Signature	
5.	_____	/	_____	/	_____	/	_____	Y/N
	Name		DOB		SSN		Signature	

**LAWS AND REGULATIONS**

A. A person commits the offense of promoting prison contraband in the first degree if he/she intentionally conveys a dangerous instrument or drug to any person confined in a correctional or detention facility; or being a person confined in a correctional or detention facility, he intentionally makes, obtains, or possesses a dangerous instrument or drug.

A "dangerous instrument" shall have the same meaning as defined in *HRS* § 707-700 (4); a dangerous instrument may only be possessed by or conveyed to a confined person with the Warden's express prior approval; a "drug" shall include any of the items listed in *HRS* §§ 712-1240 (1) to (3) and (5) to (7); a drug may only be possessed by or conveyed to a confined person under medical supervision.

Promoting Prison Contraband in the First Degree is a class B felony. A person who has been convicted of a class B felony may be sentenced to ten (10) years imprisonment and a \$10,000 fine (See, *HRS* § 710-1022).

*\*This form is intended for use only by vendors, special groups, etc., who will be escorted and whose purpose is NOT to provide direct services to inmates.*

B. A person commits the offense of promoting prison contraband in the second degree if he/she intentionally conveys known contraband to any person confined in a correctional or detention facility; or being a person confined in a correctional or detention facility, he/she intentionally makes, obtains, or possesses know contraband.

"Contraband" mean any article or thing which a person, confined in a correctional or detention facility, is prohibited from obtaining or possessing by statute, rules, regulation, or order. Any article or thing not specifically authorized by the Warden or guidelines is contraband.

Promoting Prison Contraband in the Second Degree is a class C felony. A person who has been convicted of a class C felony may be sentenced to five (5) years imprisonment and a \$5,000 fine (See, *HRS* § 710-1023).

C. Every visitor upon authorized entry into a correctional facility or its grounds will be subject to a search of his or her person, vehicle, or any item in his/her possession (See, *HAR* § 23-100-6).

D. Any individual needing a reasonable accommodation or modification in accordance with the Americans with Disabilities Act (ADA), shall contact the Facility ADA Coordinator as soon as possible, but no later than five (5) business days (Monday through Friday) before the scheduled visit/tour/inspection. Requests made within five (5) business days shall be considered, but may not be made possible.

**IDENTIFICATION INFORMATION PROVIDED ABOVE WILL BE DISPOSED OF  
AFTER THE COMPLETION OF THE BACKGROUND CHECK**

*\*This form is intended for use only by vendors, special groups, etc., who will be escorted and whose purpose is NOT to provide direct services to inmates.*