



# Office of the Sheriff

HILLSBOROUGH COUNTY

Sheriff James A. Hardy



## **ACCESS CARD HOLDERS AGREEMENT**

1. All holders of access cards shall not allow another person access to the courthouse.
2. The access card must be used only by the person that access card was issued to.
3. At no time shall the access card be given to another person for use.
4. At no time shall the holder of an access card carry or bring into the courthouse another person's belongings.
5. If you are bringing clothing into the courthouse for a prisoner, it will be given to a Court Officer for inspection prior to it passing through the x-ray machine. There will be no food allowed to be brought into the building for the prisoners.
6. At no time are weapons, i.e. guns, knives, pepper spray or any other items which may be used as a weapon as determined by the Court Officer or Sheriff's designee, permitted into the building. (Any weapons, etc. will be secured by the Court Officer before entering the building.)
7. You may be subject, at any time, to a search when passing through the x-ray/metal detector as well as being individually wand when entering the courthouse or when requesting to speak with a prisoner in the cell block.
8. The holder of the access card may leave the courthouse, but must understand when re-entering the building, may be subject to a search.
9. Any violation of the above procedures may result in the termination of holding an access card.
10. Holder of the access card shall abide by the above regulations.

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

\_\_\_\_\_ Access Card Holder Signature

NHBA ID# \_\_\_\_\_

\_\_\_\_\_ Attorney Name (Print)

Access Card # \_\_\_\_\_