



Steps for setting up a Video Visitation Account for Attorney and Professional Visits

1. Access the Video Visiting Website in your web browser, <https://securustech.net> or www.videovisitanywhere.com
2. If you are using your cell phone, select "SIGN IN" in the upper right-hand corner drop down. If you already have a Securus account (to add money for phone time, etc.) you will need to use this same account to register for video visiting. Enter your email address and password. Then proceed to Step 5.
 - a. If you do not remember your password proceed to Step 3.
 - b. If you do not have a Securus account yet, proceed to Step 4.
3. If you have a Securus account, but do not remember their password, click on [Forgot Password](#). There you will need to enter the email account you have on file with Securus as well as the verification number that is shown on the screen. You will need to be able to access your email (via phone or other) where you will get an email from Securus with a new temporary password for your account. Once you have received this new temporary password please proceed to Step 5.
4. If you do NOT have a Securus Account already, click on [Create an Account](#). You will then need to enter an email address and create a password, agree to the [Terms and Conditions](#) and hit [Next](#). You will then need to select three security questions and answers and hit [Next](#). You will then need to fill in your first and last name, address, city, state, zip and phone. You then come up with a 4-Digit passcode, you may want to write this down as you will need this if you ever get locked out of your account or have issues with your account and need to contact Securus. You will then need to enter the number seen on the screen under Verification and hit submit. You will then come to a screen that tells you your account has been created successfully. You will now be able to log on with your email address and password you just created. Log in and proceed to Step 5.
5. Now that you have an active Securus account you will need to register for video visitation. After logging in scroll over until you find Video Visitation click on [Sign Up](#). This will bring you to a screen where you will have to select attorney, it will then ask you for your Firm Name, Bar Card Number and Issue Date. It will then ask you to upload or capture your profile photo, your Government ID and your Bar Card. It will give you the option of "Upload" or "Capture." Hit "Capture" to take a picture, it will ask for permission to access your camera. Repeat the same steps with you ID and your Bar Card. Make sure the pictures are clear and you can see the issue dates and expiration dates, hit [Submit](#). You are also able to upload picture if you already have them on your phone. This will then send your information on to our Master Control for approval, you will receive an email when your account has been approved and then you will be able to schedule visits.

PLEASE NOTE:

- **ONLY REMOTE VISITS ARE AVAILABLE**
- Onsite video visits will not be available.
- When scheduling visits you will have the option of 20 or 40-minute visits
- Remote visits scheduled via the website have a cost of \$5.00/tax per 20-minute visit and can be scheduled from 8:30am – 8:50pm Monday – Sunday.
- If you call (763) 765-3844 Monday – Friday during business hours (8am–4:30pm), we are able to schedule a Remote visit for you, free of charge.
- Please make sure to use headphones while visiting remotely, this will improve your ability to hear the party you are visiting.