ALABAMA STATE HOUSE
WASHINGTON AVENUE ENTRANCE POLICIES

The following rules and policies are applicable to the Washington Avenue Entrance to the State House, which is located on the south side of the building facing Washington Avenue and closest to the corner of Washington Avenue and Union Street. These rules and policies are subject to change or modification at any time, as determined by authorized legislative personnel.

GENERAL USE POLICIES:

- The Washington Avenue Entrance is a restricted entrance that is generally only used for handicapped or physically disabled visitors, or for special events or occasions authorized by applicable legislative personnel. All other visitors should enter the State House through the visitor entrance located at the front doors of the building facing Union Street, unless an exception applies.
- Persons permitted entry to the State House through the Washington Avenue entrance must sign in using the visitor's log and submit to a security screening, including metal detection, for themselves and the personal items in their possession. Washington Avenue entrants may also be required by security personnel to send large or oversized bags or packages (including large or oversized purses, briefcases, or other containers) through an x-ray machine.
- Visitors permitted entry into the State House through the Washington Avenue entrance are subject to all State House Visitor Rules and Policies.
- **These policies do not apply to Legislators, State House Staff, and other persons with approved key card access to the door. These persons are permitted entry through the Washington Avenue entrance at all times**.

PRECLEARANCE ACCESS EXCEPTION TO GENERAL USE POLICIES/RESTRICTIONS:

- As an exception to the General Use Policies and Restrictions applicable to the Washington Avenue entrance, individuals who meet the requirements for PreClearance Access and who have completed the PreClearance Registration Process, may use the Washington Avenue entrance anytime the door is open for public use in accordance with all applicable building policies.
- PreClearance Access is only available to state agency heads and their governmental affairs agency designees (limited to one designee per agency), and to lobbyists who are registered with the Alabama Ethics Commission. All applicable individuals must have completed the State House PreClearance Access Registration Process.
- To utilize PreClearance Access, individuals upon entry must present an approved photo identification card that authorizes the identified individual for PreClearance Access, and must also register their presence in the State House using the visitor's log or digital database log as determined and provided by authorized legislative personnel.
- Individuals authorized for PreClearance Access are generally not subject to a security screening of their person or their belongings/property. Provided, however, that at any time, precleared individuals and/or their personal effects/property may be required to submit to a security screening prior to entry or while in the building or on the premises, and any oversized bags or packages (including large or oversized purses, briefcases, or other containers) may be required by security personnel to go through security screening procedures, such as x-ray machine screening.
- Individuals with PreClearance Access who are not physically disabled or handicapped should yield to any such individuals seeking access to the Washington Avenue entrance at the same time.
- **Individuals with PreClearance Access agree to be bound by all applicable State House rules and policies, and violators are subject to have their PreClearance Access suspended or revoked in addition to any applicable criminal or civil penalties**.
- **The PreClearance Access rules and policies are subject to change or modification from time to time and at any time, as determined by authorized legislative personnel**. Additionally, applicable legislative personnel reserve the right to deny any individual PreClearance Access from time to time or at any time for any lawful reason or purpose.
- **More details on PreClearance Access are provided in the Alabama State House PreClearance Access Policies & Procedures adopted by the Legislative Council**.

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