



## Travis County Jail Contractor Identification Badge

Once you have been cleared by Travis County backgrounds, you will need to pickup your contractor badge. You will receive an email from Acadia Workforce staff notifying you that you are cleared to pickup your badge. You must take a valid State Issued Identification Card to present when picking up your badge.

1. Contractor badges are to be picked up at the Blackwell-Thurman Justice center located at:  
  
Blackwell-Thurman Criminal Justice Center  
509 W 11th St, Austin, TX 78701
2. Days and times badges may be picked up are Monday-Friday 10AM to 12PM and 1PM-5PM
3. Enter the front door and notify the screening officers you are there to pickup a contractor badge.
4. You will be directed to a room on the first floor where badges are processed and issued.
5. A valid State Photo ID must be taken and presented to the officer processing you for your badge.
6. Contractor Identification Badges must be worn at all times while on the facility grounds and you are on duty.
- 7. If you lose your badge while on duty you must notify TCSO staff immediately so a facility Lock-down and Search may be implemented. Please ensure you secure your badge to your person to prevent a loss.**
8. At the end of your employment with Acadia Workforce you are required to return Travis County Issued badge back to the Blackwell-Thurman badge department. You must document the name and badge number of the officer you are returning the badge to. Forward the name and badge number to Acadia Workforce staff. **DO NOT KEEP THE BADGE IS IT COUNTY PROPERTY.**
9. If you need assistance please call Acadia Workforce Staffing at 800-331-1531

Thank you

Acadia Workforce, Inc.