

JAIL OR PRETRIAL AUTHORIZED PROPERTY LIST

Reason:	() Segregation	() Escape
() Hospital	() Intake	() Other

Property Box Number: _____

Name: _____

Offender Number: _____

Institution: _____

ITEM	AUTH	QUAN	ITEM	AUTH	QUAN	ITEM	AUTH	QUAN
CLOTHING & LINEN			Dental Floss - unwaxed/PIX	1		Educational Material	**	
Institutional Issued Clothing Only			Denture Cream	1		Envelopes - pack (50 ct.)	1	
Shoes Inst. - shower (thongs)	1pr		Eye wash	1		Envelopes - large	10	
MEDICAL ITEMS			Hair pick - plastic	1		File Folders	10	
Dentures - with case	1		Lip Balm	1		Magazine	5	
Eyeglasses/Contacts - with case	**		Magic Shave	1		Newspaper	2	
Prosthetics	**		Mouthwash - non alcoholic	1		Paper - notebook (sheets)	200	
APPLIANCES & ACCESSORIES			Nail Clipper - no file	1		Paper Tablet	2	
Battery - dry cell	6		Poli-Grip - denture cream	1		Pen (black)	6	
Calculator, pocket (non-electric)	1		Sanitary Napkin/Tampons - box	2		Pencil - wood	12	
Headphones	1		Shampoo/Conditioner	1		Personal Letters	20	
AM/FM Radio	1		Shaving Cream	1		Photo Album - no metal	1	
Bowl	1		Skin Cream/Oil	1		Photos - loose	5	
Coffee Cup	1		Soap - bar	1		Postage Stamps	25	
Filter Cone	1		Soap Dish - plastic	1		Sketch Pad - 9" x 12"	1	
ENTERTAINMENT			Toothbrush	1		JEWELRY & PERSONAL ACCESSORIES		
Board games	2		Toothbrush Tube	1		Bible/Koran	1	
Cards (deck)	2		Toothpaste	1		Cup/Mug - plastic 12 oz.	1	
HYGIENE ITEMS, ETC.			STATIONARY			Earrings (Females)	1pr	
Athlete's Foot Powder	1		Address Book	1		Plastic Bowl - with lid	1	
Comb - Plastic	1		Book - paperback	5		Spork	1	
Contact Solution - Multi Purpose	1		Colored Pencil set (12)	1		Religious Medallion/Necklace	1	
Deodorant	1		Dictionary - pocket	1		Ring - wedding (no stones)	1	

1. ** Indicates quantities as required, prescribed or permitted by Medical or approved by the Superintendent
2. **Food/Drink items:** Open or perishable food items will not be transported, transferred or stored.
3. Personal property must fit in one institutional property box, unless otherwise approved by the Superintendent.
4. Superintendents may limit the amount and type of personal property to meet institutional needs.

Officer (sign) _____ personally inventoried the above list on (date) _____

Prisoner (sign) _____ has checked all personal property items and agrees that all items belong to him/her.

Officer (sign) _____ personally received and inventoried the above listed property items and issued listed items to the above named prisoner.

Prisoner (sign) _____ received items listed above on (date) _____

*See P&P 811.05 VII D.

Distribution: Property File; Prisoner Institutional File (original); Prisoner

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