

Outside Purchase/Special Package Request

The Facility Staff designated to review and approve outside purchases must review and approve this purchase before the package is received, or the package will be refused.

Vendor's Name And Address:		Package Ordered By:	
		<input type="checkbox"/> Inmate	<input type="checkbox"/> Friend/Family _____ Print Name
Qty.	Description (e.g. Color And Size Of Item)	Price Each	Item Total

Inmate's Signature: _____ Facility Staff Signature: _____

Denied Reason: _____ Approved Date: _____

APPROVAL VALID FOR 90 DAYS
This approval for purchase is conditional.

If the article is not authorized, is disapproved, or fails to meet the requirement of the Property directive, it will be returned to the sender at the inmate's expense.