

## **Z-DORM APPROVED PROPERTY LIST**

These items will be accepted for inmates housed in the Class-D Z-Dorm Wing (Females)

### **THE FOLLOWING ITEMS MAY BE REPLACED EVERY 6 MONTHS**

- 5 Sweatpants OR simple, cotton type, elastic waist workpants (solid color only, must be loose fitting)
- 5 Sweatshirts (NO hoods, no writing, solid color only) (NO zippers)
- 5 Solid colored plain short-sleeve OR long-sleeve t-shirts (NO tank tops, NO hoods, NO writing, NO V-neck; Pockets Ok)
- 1 pair of shorts (cotton or nylon only, not short/revealing) may only be worn in the cell
- 2 CDs **\*MUST HAVE CD PLAYER LOGGED ON PROPERTY SHEET\* No extreme violence/obscene language**
- 5 paperback books (no nudity) (puzzle books and coloring books will count as books)
- 2 magazines (no nudity) (posters, renewal cards/order forms, perfume, ect. will be removed)
- 5 photos (maximum size 5x7, computerized picture may be 8x10, **NO polaroids, no nudity, alcohol, drugs, gang signs, etc.**)
- 2 pair of tennis shoes (new or gently used)
- 5 Ponytail holders (plain, NO metal)

### **THE FOLLOWING ITEM MAY BE REPLACED EVERY 2 WEEKS**

- 12 Batteries **\*MUST HAVE RADIO/CD PLAYER LOGGED ON PROPERTY SHEET\***

**\*\*\*Inmates are not permitted to receive ANY property/money for another inmate\*\*\***

### **THE FOLLOWING ITEMS MAY ONLY BE REPLACED WITH PRIOR APPROVAL FROM THE JAILER OR HIS DESIGNEE**

- 1 Pair Prescription eyeglasses OR reading glasses (not tinted without prior medical approval)
- 1 Soft Eyeglass case (may be refused due to material for security reasons) NO hard cases
- 1 clear plastic CD carrying case
- 1 personal, handheld CD player, or CD/Radio player (NO antenna), or Radio with headphones **\*MUST BE NEW & IN THE PACKAGE\***

### **PERMITTED ITEMS THAT CAN BE BOUGHT OFF COMMISSARY ONLY**

- 5 White plain short-sleeve t-shirts, (NO tank tops, NO writing, V-Neck for Males Only; Pockets Ok)
- 5 Pairs of white underwear (boxers and/or briefs – NO thongs) (small brand symbol Ok-Ex. polo brand)
- 5 Pairs of white socks (gray/pink on toe or heel or whole bottom grey is permitted) (small brand symbol Ok)
- 1 thermal underwear set (only white/beige/cream will be accepted, 100% cotton – NO silk) Men and Women
- 5 white bras for women (NO underwire, NO slit for removable padding)
- 20 postage stamps
- 1 pack of lined paper or 1 legal pad
- 1 box envelopes
- 2 pencils
- Colored pencils (must be kept in original container)

### **ADDITIONAL PROPERTY INFORMATION**

- \* All mail must have both a return name & address and the inmate's full name or it shall be refused. Mail with perfume, unknown substance(s), questionable or removable decorations/stickers on outside of envelope or letter will be returned or discarded.
- \* Any items mailed in that are either not permitted or over the limit will not be accepted and given to the Jailer. Items will be disposed of/discarded at the Jailer's discretion. It is the inmate's responsibility to advise friends/family of limits.
- \* Items will be removed from package by staff/deputies prior to giving to inmate.
- \* Property/Money may be left for inmates at the office during regular business hours only (closed on holidays) or mailed in.
- \* The only property permitted to be released to the public from an inmate's cell is legal mail.
- \* Inmates may only have 10 newspaper clippings in their cell at any given time. (NO full pages, articles only)
- \* Inmates are responsible for making sure they have the permitted amounts in their cell at all times.
- \* Any property mailed or brought into the facility with water damage or any unknown substance will be denied.

**\*\*\*The final discretion on all property related issues rests with the Jailer\*\*\***

**ANY PROPERTY (INCLUDING MONEY) CAN BE LEFT WITH THE FRONT OFFICE STAFF  
MONDAY THRU FRIDAY 8 a.m. – 4 p.m. excluding holidays**