

**HAMPTON ROADS REGIONAL JAIL
Property Received by Mail Disposition form**

Inmate's Name: [Signature] Housing Unit: 14 Date: 7/24/08

Part A. The following authorized property was received:

Item Description	Quantity	Disposition	Comment
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	

Part B. The following unauthorized property was received:

Item Description	Quantity	Disposition	Comment
Inappropriate material for the correctional environment		Given to Inmate /Placed in Property	all contents returned to sender (mime distributors)
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	
		Given to Inmate /Placed in Property	

I _____ request that the above listed property be destroyed/return/stored.
(Circle one)

Inmate's Signature: _____ Date: _____
 Mail Clerk's Signature: [Signature] Date: 7/24/08
 Print Name: P. C. Pumber
 Property Officer's Signature: _____ Date: _____
 Print Name: _____

Notification to Sender

To whom it may concern:
 The property listed in Part B of this form was seized as unauthorized property. You may appeal this seizure by writing a letter to the Jail, Attention Chief of Operations.

Date sent to sender: _____ Mail Clerk's Signature: _____

White Copy (Inmate file) Yellow Copy (Sender Copy) Pink Copy (Inmate)