



## Jail Bureau - Inmate Property

Property is accepted at the Property Window Tuesday through Saturday from 8:00 a.m. to 4:00 p.m.

Each inmate is permitted one clothing property transaction. Within the one clothing property transaction an inmate may receive:

- 1 long-sleeved gray sweat suit
- 6 short-sleeved white t-shirts
- 1 set of white or beige thermal underwear
- 6 pairs of underwear
- 6 pairs of socks
- 1 pair of flat slippers
- 2 colored bath towels (no white towels permitted)
- 2 washcloths
- 1 pair gym shorts

In addition, one set of trial clothes may be exchanged during the course of the inmate's trial.

The following items will be routinely accepted:

- Medication as authorized by the medical staff
- Religious items authorized by the jail chaplain

The inmate property office will not accept:

- Clothing with hoods, pockets, zippers, buttons, snaps, drawstrings or metal
- Items with logos or prints of any kind
- Medication not authorized by the medical staff
- Items that are not one solid color
- Newspapers, magazines and books of any kind

Inmates may release valuables (wallets, keys, watches, etc.) only within the first 10 days of their incarceration. The inmate must complete a written property release form and forward it to the Inmate Property Staff. All items within the sealed property bag must be released. The jail staff will not open sealed property bags.

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