

BP-A515\_ABANDONED INMATE PROPERTY

**ABANDONED INMATE PROPERTY**

TO: Warden (Name)	FROM: ISM (Name)	Institution
Name of Inmate	Register Number	Date

The property on the attached inmate Personal Property Record from BP-383 is considered abandoned as of \_\_\_\_\_ as a result of: \_\_\_\_\_ Date

- Unauthorized Property (30 Days)**
- Escape (30 Days after investigation completed)**
- Release (30 Days)**
- Contraband (120 Days)**
- Death (30 Days)**

DISPOSITION (Check One)

- There is no forwarding address on file or provided by the inmate.**
- Property has been returned as undeliverable. No alternate address available.**
- Property returned as refused/unclaimed. To notify addressee of property mailing procedures, Certified letter mailed \_\_\_\_\_ No response. No alternate address available.**
- Property voluntarily abandoned. (Escape or Release)**
- Other** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is requested the property be disposed of by destroying all items listed on the attached Inmate Personal Property record BP-383, or Confiscation and Distribution of Contraband Form BP-402, in accordance with the Receiving and Discharge Manual.

Name of ISM Staff	Signature of ISM Staff
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<input type="radio"/> APPROVED  <input type="radio"/> DISAPPROVED	Signature of Warden _____ Date _____
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Date Property was Destroyed \_\_\_\_\_

Name of Staff Witness	Signature of Staff Witness
Name of Staff Witness	Signature of Staff Witness