

DISPOSITION OF GENERAL CORRESPONDENCE CDFRM
WHILE INMATE IS RELEASED TEMPORARILY ON WRIT

APR 10

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

(Institution)

While I am released temporarily on writ, I request that institution staff handle my mail in the following manner:

- a. _____ Hold my general correspondence at the institution for _____ days (may not exceed 30 days).
- b. _____ Return my general correspondence to the U.S. Postal Service for return to sender;
- c. _____ Forward my general correspondence to: _____

I understand that if I do not return from writ within the time indicated (time not to exceed 30 days), staff will return to the U.S. Postal Service any general correspondence being held for me for return to sender or other disposition in accordance with postal regulations.

I further understand that if I refuse to choose what I wish done with my general correspondence while I am temporarily released on writ, it will be returned to the U.S. Postal Service for returning to sender or for other disposition in accordance with postal regulations. I understand that this election applies only to General Correspondence and not to Special Mail (as defined in the Program Statement "Correspondence"). I understand that all practicable means will be used to forward my special mail to me.

INMATE SIGNATURE _____ REG. NO. _____ DATE _____

STAFF WITNESS _____ TITLE _____ DATE _____

The above named inmate refused to indicate a choice for handling of his/her mail while released temporarily on writ, stating as the reason _____

The inmate has been advised that general correspondence received after the inmate's departure will be returned to the U.S. Postal Service for returning to sender or for other disposition in accordance with postal regulations.

STAFF SIGNATURE _____ TITLE _____ DATE _____

Record Copy - Central File; Copy - Mail Room