|  |  |  |
| --- | --- | --- |
| C:\Users\dllordier\Desktop\doc-logo-black.png |  | **PROPERTY** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: |       | DOC #: |       | Facility: |       | Unit: |       | Date: |       |

**PERSONAL CLOTHING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **QTY** | **BRAND / STYLE** | **COLOR** | **CONDITION** |
| Baseball hat |       |       |       |       |
| Raincoat |       |       |       |       |
| Shoes/Sneakers/Sandals |       |       |       |       |
| Shower shoes/sandals |       |       |       |       |

**HEALTH CARE ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| **ITEM** | **QTY** | **DESCRIPTION** | **CONDITION** |
| Contacts |       |       |       |
| Glasses  |       |       |       |
| Glasses/Contacts Case |       |       |       |
| Reading Glasses |       |       |       |
| Sunglasses |       |       |       |

**DURABLE MEDICAL EQUIPMENT (DME)**

|  |  |  |  |
| --- | --- | --- | --- |
| **ITEM** | **DESCRIPTION** | **SERIAL #** | **CONDITION/WORKING (Y/N)** |
| CPAP Machine/Mask |       |       |       |
| Hearing Aid(s) |       |       |       |
| Wheelchair |       |       |       |

**JEWELRY -** no gems/stones

|  |  |  |  |
| --- | --- | --- | --- |
| **ITEM** | **QTY** | **DESCRIPTION** | **CONDITION** |
| Earrings - 8 mm max |       |       |       |
| Medallion - 2” max |       |       |       |
| Neck chain - 24” max |       |       |       |
| Ring - only if married/SRDP |       |       |       |
| Wristwatch |       |       |       |

**MAJOR NON-CONSUMABLES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **BRAND NAME** | **TYPE** | **SERIAL #** | **CONDITION** |
| Alarm clock |       |       |       |       |
| Cassette/CD Player/Radio |       |       |       |       |
| Electric fan |       |       |       |       |
| Electric razor or Hair trimmer  |       |       |       |       |
| Head/Earphones |       |       |       |       |
| MP3 player |       |       |       |       |
| Television, no remote |       |       |       |       |
| Typewriter and accessories |       |       |       |       |

**MUSICAL INSTRUMENT AND ACCESSORIES**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **SERIAL #** | **CONDITION** |
|       |       |       |
|       |       |       |
|       |       |       |

**MISCELLANEOUS**

|  |  |
| --- | --- |
| **ITEM** | **QTY** |
| AC adapter |       |
| Awards/plaques/medals |       |
| Bowl |       |
| Brush, hair |       |
| Cable splitter, two way |       |
| Calculator |       |
| Cards, playing |       |
| Cassette head/CD cleaner |       |
| Cassette tape/CD holder |       |
| Cassette tape/CD |       |
| Comb |       |
| Cup |       |
| Curling iron/Straightening comb (Female only) |       |
| Ear plugs |       |
| Games |       |
| Hair clips/accessories (Female only) |       |
| Hair dryer (Female only) |       |
| Hangers (per facility) |       |
| Headphone extension cord |       |
| Hot pot |       |
| Mirror |       |
| Nail clipper - large |       |
| Nail clipper - small |       |
| Photo album |       |
| Pick |       |
| Pitcher |       |
| Power strip |       |
| Reading lamp |       |
| Soap dish |       |
| Television cable |       |
| Toothbrush holder |       |
| Tumbler |       |
| Tweezers |       |
| Y adapter |       |
|       |       |
|  |  |
| **CONTRABAND - EXCESS PROPERTY** |
| **ITEM** | **CODE** |
|       |       |
|       |       |
|       |       |
| S/O - Send Out TR - Trash DT - Donate |

**STATE ISSUED CLOTHING**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **OTHER** |
| Bathrobe (Female only x1)  |       |       |
| Belt (1) |       |       |
| Bra (Female only x 6)  |       |       |
| Briefs (6) |       |       |
| Watch Cap (1) |       |       |
| Coat (1) |       |       |
| Pajamas/Nightgown (Female only x1) |       |       |
| Pants (3) |       |       |
| Shirt (1 x long, 2 x Short) |       |       |
| Sport Shoes (1) |       |       |
| Shorts (2) |       |       |
| Shower shoes (1) |       |       |
| Socks (6 pair) |       |       |
| Sweatpants/Sweatshirt (1 each) |       |       |
| T-shirt (6) |       |       |

**STATE ISSUED LINEN**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **OTHER** |
| Blanket(s)  |       |       |
| CI bag (1) |       |       |
| Laundry bag (1) |       |       |
| Mattress (1) |       |       |
| Pillow and pillowcase (1 each) |       |       |
| Sheet (2) |       |       |
| Towel (3) |       |       |
| Washcloth (2) |       |       |

**ADDITIONAL/OPTIONAL STATE ISSUED WORK CLOTHING**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **OTHER** |
| Bandana (3) |       |       |
| Boots, Specialty (1 pair) |       |       |
| Boots, Work (1 pair) |       |       |
| Gloves (4) |       |       |
| Hard hat (1) |       |       |
| Hard hat liner (1) |       |       |
| Jeans (DNR only x 3) |       |       |
| Rainwear (1 set) |       |       |
| Shirt (3) |       |       |
| Socks (4) |       |       |
| Suspenders (1) |       |       |
| Sweatshirt (DNR only x1) |       |       |
| Thermal underwear (2) |       |       |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Individual signature: |  | Date: |       | Employee name: |       | Signature: |  | Date: |       |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | 2nd Employee name (if necessary): |       | Signature: |  | Date: |       |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: |       | DOC #: |       | Facility: |       | Unit: |       | Date: |       |

RELIGIOUS PROPERTY

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Altar Cloth |       |       |
| Beads |       |       |
| Bell/Bowl and Striker w/Cushion |       |       |
| Book/Literature |       |       |
| Bowl |       |       |
| Choker |       |       |
| Dagger, Paper |       |       |
| Earrings (Female only) |       |       |
| Earth |       |       |
| Hand Drum Beater |       |       |
| Head Covering - Bandana, headband, handkerchief |       |       |
| Head Covering - Fez |       |       |
| Head Covering - Hijab, Snood, Tichel, veil, shawl, or scarf (Female only) |       |       |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Head Covering - Keffiyeh (Male only) |       |       |
| Head Covering- Kippah, Yarmulke, skull cap (Male only) |       |       |
| Head Covering - Kufi (Male only) |       |       |
| Head Covering - Turban (Male only) |       |       |
| Herbs/Plants |       |       |
| Holy Water |       |       |
| Incense Burner |       |       |
| Incense Stick/Cone |       |       |
| Istinja Bottle |       |       |
| Kara |       |       |
| Long Sleeved Tee Shirt (Female only) |       |       |
| Medallion |       |       |
| Neck Beads |       |       |

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Oil |       |       |
| Palm |       |       |
| Prayer Beads |       |       |
| Prayer Mat |       |       |
| Prayer Rug |       |       |
| Rosary |       |       |
| Salt |       |       |
| Scapular |       |       |
| Thawb |       |       |
| Tunic |       |       |
| Tzitzit, Shirt (Male only) |       |       |
| Tzitzit, Strap (Male only) |       |       |
| Vase |       |       |

**Special Handling Required -** If these items must be touched to perform an adequate search, the individual should be present to handle the items for examination.

|  |  |  |
| --- | --- | --- |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Altar |       |       |
| Book/Literature/Prayer Books (e.g., Qur’an, Prose Edda) |       |       |
| Cauldron |       |       |
| Chalice |       |       |
| Cloth Strips/Squares; Prayer ties |       |       |
| Deity |       |       |
| Deity Images |       |       |
| Dreamcatcher |       |       |
| Dress (Female only) |       |       |
| Egg w/ Cloth Bag |       |       |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Fan |       |       |
| Feather |       |       |
| Hand Drum |       |       |
| Icon |       |       |
| Leather Ties |       |       |
| Medallion - Thor’s Hammer |       |       |
| Medicine Bag |       |       |
| Miswak |       |       |
| Ogham Staves/Disc |       |       |
| Pebbles |       |       |
| Pentacle |       |       |
| **ITEM** | **QTY** | **DESCRIPTION** |
| Pipe |       |       |
| Ribbon Shirt (Male only) |       |       |
| Rune Cards |       |       |
| Rune Casing Cloth |       |       |
| Rune Tile Set |       |       |
| Shell |       |       |
| Tallit w/ Bag |       |       |
| Tarot Cards |       |       |
| Tefillin w/ Bag |       |       |
| Wand |       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Individual signature: |  | Date: |       |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chaplain/designee name: |       | Signature: |  | Date: |       |

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 16-01, RCW 42.56, and RCW 40.14