




STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1110

May 4, 2022

To: All DOC Prisons Staff
All Incarcerated Individuals
All Interested Parties

From: Sean Murphy, Deputy Secretary 

Subject: **DOC 440.000 Personal Property Program – Musical Instruments**

This memorandum is to provide additional information regarding options available for purchasing musical instruments and accessories during incarceration. As noted in the January 13, 2022, memo from Assistant Secretaries Mike Obenland and Jeannie Darneille, incarcerated individuals and/or family members may purchase musical instruments from Union Supply as part of the monthly package program. However, after listening to feedback received from families and their incarcerated loved ones, the department will continue to allow incarcerated individuals to purchase approved instruments and accessories from their trust account through Sweetwater Music Supply as well.

Individuals may purchase/receive either a keyboard or guitar per DOC Policy 440.000 *Personal Property for Incarcerated Individuals* and must also include the \$15.00 transfer shipping hold prior to receiving the musical instrument. The \$15.00 hold is not part of the purchase price and will be added to the order, placing it as a hold on the individual's trust account. This includes items purchased by family members through Union Supply. Individuals may also purchase/receive approved accessories including power supply, guitar picks, strings, instrument strap, and tuner.

A record of musical instruments and accessories purchased and issued will be documented by property room staff on the individual's property record. Property room staff will mark the items with the individual's DOC number prior to issuance, ensuring appropriate identification and accountability of personal property items.

April 26, 2022

As a reminder, individuals must have an approved in-cell music permit prior to the instrument being received. Instruments received without the approval in place will be returned to the vendor.

This additional information is effective immediately. Please direct any questions to Lisa Flynn, Correctional Programs and Services Administrator.

Thank you.

TF:ts:lf:cr

cc: Cheryl Strange, Secretary
Sean Murphy, Deputy Secretary
Jeannie Darneille, Women's Prisons Assistant Secretary
Michael Obenland, Men's Prisons Assistant Secretary
Tomas Fithian, Senior Director, Correctional Operations
Jeff Uttecht, Deputy Assistant Secretary (Family Council Co-Chair)
Lisa Flynn, Correctional Programs and Services Administrator
Tracy Schneider, Correctional Manager
DOC Property Room Staff
DOC Recreation Staff