Return to Sender Notification

Date: _____
To: _____
_____
_____

From: Postal Clerk/Staff: _____

The Oklahoma Department of Corrections regrets to inform you that your correspondence must be returned. Our policies and procedures limit the items that may be received through the mail and your correspondence contained the following unacceptable items or is undeliverable:

Stamps _____ Cash _____

Stamped Envelopes _____ Magazines (not from vendor) _____

Stamped Cards _____ Envelopes with stickers _____

Unsigned Money Order(s) _____ Unauthorized Correspondence _____

Suspected contaminated with body fluids_____

Other: _____
_____

Inmate Name and DOC #: _____
_____

Envelope: .05 .10
Postage: _____
Total Inmate Cost: _____

Unauthorized/undeliverable items will be returned. Costs will be assessed against the offender and collected from the trust fund when funds are available.

_____ _____ _____
Inmate Signature Date Date Mailed Out

CC: Trust Fund
Mail Room
Inmate