

**MAINE DEPARTMENT OF CORRECTIONS
ADULT FACILITY RESIDENT ALLOWABLE PROPERTY LIST
FEMALE RESIDENTS**

** Non-Transferable Between DOC Facilities*

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
FOOTWEAR/CLOTHING		
Refer to Policy (AF) 10.1, Resident Allowable Property on purchase of personal clothing items by residents at minimum facilities.		
BOX LOCK, COMBINATION	1	State Issue (replacements will be resident's responsibility - exchanged on a 1 for 1 basis). *Non-Transferable NOTE: Residents required to secure property box. Staff will secure lock upon completion of inventory.
ID CARD	1	State Issue (Replacement at resident's expense) - PROPERTY OF THE STATE
STORAGE BOX OR LOCKER	1	State Issue *Non-Transferable
FOOTWEAR/CLOTHING		
ATHLETIC SUPPORTERS, i.e., ANKLE, KNEE, WRIST	2 EACH	Canteen Purchase
BALL CAP	1	Gray Only - Canteen Purchase
BALL CAP (WHITE)	1	Food Service Worker Only, if allowed by facility. Replacement is resident's responsibility.
BATHROBE	1	State Issue - Blue Only
BELT OR SUSPENDERS	1	Belt - Approved Color Only - State Issue
BRAS	7	White only - Canteen purchase or up to 4 that are state issue for a total of 7.
COAT HANGERS	If allowed at facility	State Issue * Non-transferable
GLOVES/MITTENS (SEASONAL)	1 PAIR	State Issue
GYM SHORTS (NO CUT OFFS) WORN IN LIVING AREA AND TO AND FROM REC ONLY	2 PAIR	7" - 9" inseam - Gray Only. Canteen Purchase

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
INSOLES	1 SET PER FOOTWEAR	Canteen Purchase
JEANS	4 PAIR	State Issue
LAUNDRY BAGS	2	State Issue - White Only (IF REQUIRED BY FACILITY). *Non-Transferable.
NIGHTGOWN	1	State Issue - Gray only
ODOR EATERS	1 SET PER FOOTWEAR	Canteen Purchase
SHIRTS	4	Blue Only - State Issue
SHOELACES	1 SET PER FOOTWEAR	Received with footwear
SHOWER SHOES	1 PAIR	State Issue or Canteen Purchase
SNEAKERS/SHOES /BOOTS	3 PAIR	One pair of sneakers/shoes/boots allowed in at Intake, otherwise State issue or Canteen purchase. Total of 3 pairs allowed at transfer. No steel toe, steel shank or composite toe footwear. Footwear value may not exceed \$100.00.
SOCKS OR	7 PAIR	White Only - State Issue for a non-cotton blend or canteen purchase. Canteen purchase for 100% cotton socks. Only a total of 7 pairs of any type of sock is allowed.
SOCKS (DIABETIC)		Canteen Purchase or Issued by Medical. Only a total of 7 pairs of any type of sock is allowed.
SWEATPANTS	2 PAIR	Gray Only - State Issue
SWEATSHIRTS	2	Gray Only - State Issue
TANK TOPS - APPROVED TYPE WORN IN LIVING AREA AND TO AND FROM REC ONLY	3	Gray only - Canteen Purchase
THERMAL UNDERWEAR (IF MEDICALLY REQUIRED OR ISSUED DUE TO WORK ASSIGNMENT)	2 PAIR	State Issue or Canteen Purchase
T-SHIRTS	4	Blue Only - Canteen Purchase - 4 of which are state issued.
UNDERWEAR (BOXERS) OR		White Only - Canteen purchase. Only a total of 7 of any type of underwear is allowed.
UNDERWEAR (BRIEFS)	7	White Only - State Issue or canteen purchase for a non-cotton blend. Canteen purchase for 100% cotton underwear (briefs). Only a total of 7 of any type of underwear is allowed.
WEIGHTLIFTING BELT	1	Canteen Purchase

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
WEIGHTLIFTING GLOVES	1 PAIR	Canteen Purchase
WEIGHTLIFTING STRAPS	1 SET	Canteen Purchase
WINTER COAT	1	State Issue
WINTER HAT	1	State Issue
JEWELRY		
24 INCH BREAK AWAY CHAIN OR IF A 24 INCH BREAK AWAY IS TOO SMALL TO GO AROUND THE NECK, UP TO A 36 INCH BREAK AWAY CHAIN, IF SO APPROVED.	1	Canteen Purchase or if the resident is approved for a larger chain, ordered through an approved vendor pursuant to facility practices.
WEDDING RING, BAND TYPE, WITHOUT STONE - NO OTHER PERSONAL JEWELRY ALLOWED	1	MAY BE BROUGHT IN AT INTAKE OR RECEIVED AS PART OF APPROVED MARRIAGE CEREMONY
HYGIENE ITEMS		
(Refer to Policy (AF) 10.1, Resident Allowable Property on what items are transferable).		Some items are transferable if in original packaging unopened and only if transferring to a lesser security facility. Permitted in State storage as allowed by facility.
BARRETTES (PLASTIC)	2 PAIR	Canteen Purchase
BATTERY OPERATED SHAVERS (requires 2 AA batteries)	1	Canteen Purchase or issued by medical, only if allowed by facility
BEESWAX HAIR PRODUCT	1	Must be acquired through practices established by the facility, if approved source is available.
BODY OILS	2	Canteen Purchase - exchanged on a 1 for 1 basis.
COMB	1	State Issue or Canteen Purchase
COSMETIC ITEMS (MAKE-UP)	6	Canteen Purchase
CURLING IRON	1	Canteen Purchase AT MINIMUM SECURITY FACILITIES
DENTAL FLOSS	1	SHORT LENGTHS ONLY - Canteen Purchase
DENTURE CUP	1	Canteen Purchase
DENTURE ITEMS (CLEANING TABLETS/DENTURE ADHESIVE, ETC.)	1 EACH	Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.
DEODORANT	2	State Issue or Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
DISPOSABLE RAZOR	1	State Issue - NOTE: exchanged on a 1 for 1 basis - Permitted in State storage as allowed by facility.
ELECTRIC RAZOR	1	Canteen Purchase
EMERY BOARDS	2	State Issue - NOTE: exchanged on a 1 for 1 basis
FEMININE HYGIENE ITEMS	AS DETERMINED BY FACILITY	State Issue or Canteen Purchase
HAIR BRUSH	1	Canteen Purchase
HAIR CARE PRODUCTS (TO INCLUDE SHAMPOO & BEESWAX)	6 (AT ANY ONE TIME)	Canteen purchase or as established by facility practice. Transferable if in original packaging unopened. Permitted in State storage as allowed by facility.
HAIR DRYER	1	Canteen Purchase AT MINIMUM SECURITY FACILITIES
HAIR EXTENSIONS	8	Canteen Purchase or as established by facility practice.
HAIR PICK	1	Canteen Purchase
LIP BALM	2	Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.
MOUTHWASH	2	Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.
NAIL CLIPPER (TOENAIL OR STANDARD)	1	Canteen Purchase
PONYTAIL HOLDERS	1 PKG.	Canteen Purchase
SHAMPOO	2	State Issue or Canteen Purchase -Transferable if in original packaging unopened. Permitted in State storage as allowed by facility.
SHAVING CREAM	2	Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.
SKIN CARE PRODUCTS (IN ADDITION TO SHAVING CREAM & SOAP) - INCLUDES LOTIONS, FOOT POWDER, SUNBLOCK, ETC.	3 (AT ANY ONE TIME)	Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.
SOAP	2	State Issue or Canteen Purchase
SOAP BOX, CLEAR	1	Canteen Purchase
TOOTHBRUSH	1	State Issue or Canteen Purchase
TOOTHBRUSH HOLDER	1	Canteen Purchase - Clear Only
TOOTHPASTE	2	State Issue or Canteen Purchase - Transferable if in original unopened packaging. Permitted in State storage as allowed by facility.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
ELECTRONIC EQUIPMENT & COMPONENTS		
AA/AAA BATTERIES		Canteen Purchase. A resident is only allowed to possess batteries if they have a battery operated shaver or a TV remote controller. A resident may only have enough batteries to power the device(s) and 1 set of spare batteries, i.e., 2 batteries plus 2 spares for a shaver.
AM/FM RADIO - CLEAR CASE - NO SPEAKERS	1	Canteen Purchase
ANTENNA (AS APPROVED BY FACILITY)	1	Canteen Purchase
AUDIO BOOKS	Included in total count of 30 CDs	Must be ordered (DIRECTLY from publisher, commercial distributor or religious catalog).
AUDIO CDs (NO EXPLICIT LYRICS) AND CD CLEANING DISC (ALL MUST HAVE FACTORY LABEL)	30 (Religious CDs and videogames will be included in total count)	NO HYBRID CDs - NO DVDs (EXCEPT AS SET OUT BELOW) OR COMBINATION AUDIO/VIDEO CDs, MUST BE MARKED WITH RESIDENT'S NAME & MDOC #. NUMBER EXPLICIT LYRICS, EITHER FACTORY LABELED OR DETECTED DURING REVIEW, ARE NOT ALLOWED.
CABLE SPLITTER, TV CABLES, INCLUDING HD CABLES, ADAPTERS, ETC.	DETERMINED BY FACILITY	Canteen Purchase IF ITEMS ARE DETERMINED NECESSARY BY FACILITY
CD PLAYER LENS CLEANER	1	Canteen Purchase
CD STORAGE CASES	2	Canteen Purchase - Clear Only
CLEAR ADAPTER	1	Canteen Purchase
CLEAR EARBUDS	1	Canteen Purchase
COAXIAL CABLE	1	Canteen Purchase - 3' or 6'
DISC PLAYER W/AC ADAPTER & MINI HEADPHONES (CLEAR CASE)	1	Canteen Purchase
DVDs - EDUCATION/ TREATMENT /PROGRAM		As provided by facility education/treatment/program staff, must be for current education/treatment/program needs.
DVDs - RELIGIOUS		Must be a group religious DVD provided by facility chaplain, or other designated facility staff.
HEADPHONE EXTENSION & ACCESSORY KIT	1	Canteen Purchase NOT TO EXCEED 6'

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
HEADPHONES W/ADAPTER	1	Canteen Purchase (IN ADDITION TO MINI HEADPHONES W/DISC PLAYER)
MEMORY CARD FOR VIDEOGAME PLAYER	2	Canteen Purchase
PERSONAL COMPUTER TABLET & COMPONENTS (EAR BUDS & AC ADAPTER)	1	Canteen Purchase
PERSONAL COMPUTER TABLET PROTECTIVE COVER	1	Canteen Purchase
REPLACEMENT CUTTER/FOIL SHAVER HEAD	1	Canteen Purchase
TV (CLEAR CASE)	1	Canteen Purchase - No Speakers, 15" OR LESS (DIAGONALLY MEASURED)
TV REMOTE CONTROLLER (requires 2 AAA batteries)	1	Canteen Purchase, only if allowed by facility.
VIDEOGAME CDs	Included in total of 30 (with audio CDs)	Max. Rating "T"
VIDEOGAME CONSOLE WITH BUILT-IN GAMES: NINTENDO, SUPER NINTENDO, OR SEGA-GENESIS	1	Privilege Level 4 only. Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property. Must be ordered through practices established by the facility.
VIDEOGAME PLAYER PLAYSTATION 2 - NO MODEM - CD TYPE ONLY W/APPROPRIATE CABLES/ADAPTERS and GAME CONTROLLER. (Only "grandfathered" PlayStation 2s are allowed & no new purchases).	2	Allowable as extra allowable property, as set forth in 10.1, Resident Allowable Property. MAY ONLY BE USED TO PLAY VIDEO GAMES OR AUDIO CDs. Cables/adapters, game controllers may be ordered through practices established by the facility.

MUSICAL INSTRUMENTS - MUST BE ORDERED THROUGH PRACTICES ESTABLISHED BY FACILITY

GUITAR W/FOLLOWING ACCESSORIES: Guitar Strings (exchanged on a 1 for 1 basis, as established by Facility). Soft case, plastic guitar picks, plastic key winder, guitar strap.	1	Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property. Purchase price may not exceed \$600 (electric) and \$400 (acoustic).
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<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
GUITAR EFFECTS PEDAL	1	Storage and use of guitars and guitar effects pedals will be determined by each facility based on space constraints etc., (e.g., stored in cells/rooms, stored in music room, stored in recreation - allowed for use in cells/rooms, in music room, in recreation, etc.).
HARMONICA	1	Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property.

PUBLICATIONS

HARDCOVER/SOFTCOVER BOOKS, NEWSPAPERS, MAGAZINES	20	Newspapers or magazines DIRECTLY from publisher or commercial distributor, books DIRECTLY from publisher or APPROVED commercial distributor. Packing list/invoice must be included with shipment for books.
HARDCOVER BOOKS (INCLUDING TEXT BOOKS)	Part of the 20 included above	Hardcover book must be no more than 9" x 12" x 3", except for hardcover textbooks used in an authorized education class & must be disposed of after class completion, unless approved by the CAO. *Non-transferable if exceeds size limits.
RELIGIOUS HARDCOVER/SOFTCOVER BOOKS, NEWSPAPERS, MAGAZINES	Part of the 20 included above	In addition to the above, these religious publications may be received directly from religious catalogs available from the facility chaplain, or other designated facility staff. Hardcover religious book(s) must be within size limits, unless CAO approves.
DICTIONARY	1	Canteen Purchase - will be counted in total book count.
EDUCATION/TREATMENT/ PROGRAM MATERIALS		As provided by facility education/treatment/program staff, must be for current education/treatment/program needs.
POLITICAL MATERIALS, E.G., BROCHURES, PAMPHLETS, CATALOGS	MUST FIT IN THE LETTER SIZE ACCORDION FOLDER PROVIDED	Received through the Mail.
RELIGIOUS MATERIALS, e.g., BROCHURES, PAMPHLETS, CATALOGS	MUST FIT IN THE LETTER SIZE ACCORDION FOLDER PROVIDED	May be acquired in accordance with Policy 24.3, Religious Services.

RELIGIOUS ITEMS

RELIGIOUS ITEMS (OTHER THAN RELIGIOUS PUBLICATIONS, RELIGIOUS AUDIO CDs, DVDs AND VIDEOGAMES)		May be acquired in accordance with Policy 24.3, Religious Services, except that allowable religious headwear may be brought in at Intake.
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BEDDING/LINEN

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
BEDSHEETS	2	State Issue - *Non-Transferable
BLANKETS	2	State Issue - *Non-Transferable
BLANKET - PERSONAL	1	Only allowed for residents IN MINIMUM SECURITY FACILITIES and IN MINIMUM SECURITY HOUSING UNITS and in OTHER HOUSING UNITS as allowed by facility. Must be ordered through practices established by the facility. Purchase price may not exceed \$50.00.
MATTRESS	1	State Issue - *Non-Transferable
PILLOW	1	State Issue - *Non-Transferable
PILLOW CASE	1	State Issue - *Non-Transferable
TOWELS	3	State Issue - *Non-Transferable
WASHCLOTHS	2	State Issue - *Non-Transferable

MISCELLANEOUS ITEMS

(Refer to Policy (AF) 10.1, Resident Allowable Property on what items are transferable).

Some items are transferable if in original unopened packaging and only if transferring to a lesser security facility. Permitted in State storage as allowed by facility.

ACCORDION FOLDER (LETTER SIZE) TO HOLD PERSONAL MAIL	1	State Issue - Replacement will be resident's responsibility - exchanged on a 1 for 1 basis.
ACCORDION FOLDERS (LEGAL SIZE) TO HOLD LEGAL MATERIALS	2	State Issue - Replacement will be resident's responsibility - exchanged on a 1 for 1 basis.
ADDRESS BOOK SOFTCOVER - NO WIRE	1	Canteen Purchase
ART SUPPLIES (DRAWING PAPER PADS, COLORED PENCILS)	1 PAD - 1 SET PENCILS (not to exceed 36 pencils)	Canteen Purchase
ASPIRIN, TYLENOL, ADVIL, COUGHDROPS, ANTACIDS, MULTI-VITAMINS, FISH OIL AND OTHER NON-PRESCRIBED MEDICATIONS	DETERMINED BY FACILITY	State Issue or Canteen Purchase
CALCULATOR, CLEAR	1	Canteen Purchase
CALENDAR	2	Canteen Purchase for regular calendar. Second calendar allowed only if religious calendar (DIRECTLY from publisher, commercial distributor or religious catalog).
CELL FAN 6"	1	Not allowed at MSP - upon transfer to MSP, will be processed as non-allowable.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
CELL LAMPS	1	Canteen Purchase
CEREAL/SOUP BOWL W/LID	2	Canteen Purchase
CIGARETTES	10 PACKS/ 1 CARTON	Canteen Purchase AT MINIMUM SECURITY FACILITIES
CLEAR HOT POT	1	Canteen Purchase, only if allowed by facility . *Non-Transferable
COFFEE CUP WITH LID	1	Canteen Purchase AT MINIMUM SECURITY FACILITIES
DRINKING CUP, NOT INSULATED	1	State Issued
GAME DICE	6 - Maximum size of 3/4"	Must be acquired through practices established by the facility.
HANDKERCHIEFS	3	Canteen Purchase - May not be worn on head, altered or marked. White Only.
HIGHLIGHTERS	2	Provided by facility education/program staff, must be for current education/program needs. Only color allowed is yellow.
INDIVIDUAL SIZE PERSONAL COOLER	1	Canteen Purchase - Work release worker only, if allowed by facility.
LEGAL MATERIALS	Must fit in the two (2) legal size accordion folders provided. All other legal materials will be stored by facility	May be brought in at intake, received through mail, or via Library.
MEDICAL DEVICES, E.G., DENTURES, PROSTHETICS		May be brought in at intake. All new devices will be provided by Medical. Any item creating a safety or security risk must be approved by Chief Administrative Officer, or designee.
MEDICATIONS		Other than OTC medications sold in Canteen and allowed in amounts specified by the facility, all medications will be provided by Medical.
MESH BAG FOR CANS	1	State Issue (if used by facility). exchanged on a 1 for 1 basis. Residents will be charged for replacements. *Non-Transferable
PERSONAL CORRESPONDENCE		Must fit in the letter size accordion (provided).
PHOTO ALBUM (ONLY 1 PHOTO PER SLEEVE)	2	Canteen Purchase. A total of 96 photos are allowed in up to 2 photo albums. Albums do not count toward book total.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
PHOTOGRAPHS (GROUP)	1 on display & others in photo album	FOR RESIDENTS IN GENERAL POPULATION. As set out in Policy 24.6, Recreational Programming
PHOTOGRAPHS (NO POLAROID)	96	Received via mail or approved commercial distributor - Max. 4" x 6" - MUST NOT BE PROHIBITED UNDER POLICY 21.2 Resident MAIL – ALSO NO NUDE PHOTOS, (i.e., NO EXPOSED GENITALS, ANUS OR FEMALE BREASTS) MUST BE KEPT IN PHOTO ALBUM AND ONLY 1 PHOTO PER SLEEVE, except that if allowed by facility practice, photos may be displayed in designated location in cell or room, provided they do not obstruct any window and are not fixed to the wall.
PLAYING CARDS	2 DECKS	Canteen Purchase
POSTAGE STAMPS	2 BOOKS	Canteen Purchase
PRESCRIPTION EYEGLASSES	1 PAIR	May be brought in at intake. All new eyeglasses will be provided by Medical.
REPLACEMENT BULBS FOR LAMP	1	Canteen Purchase - 1 for 1 basis
REPLACEMENT RIBBON/TYPEWRITER RIBBON	1	Canteen Purchase
RUBBER SECURITY MIRROR	1	Canteen Purchase, if available
SUNGLASSES (NON-MIRRORED/NON-METAL)	1	Canteen Purchase
SURGE PROTECTORS	1	If allowed for sale at the facility. *Non-transferable
TYPEWRITER	1	Canteen Purchase - Clear Plastic
WATCH BAND REPLACEMENT	1	Canteen Purchase
WATCH BATTERY	1	In watch - 1 for 1 exchange
WATER JUG	1	Canteen purchase - Work release worker only, if allowed by facility.
WRIST WATCH	1	Canteen Purchase Only - Not allowed to be brought in at intake (Watch battery must be in watch).
WRITING SUPPLIES (PAPER, JOURNAL, ENVELOPES, ETC.) PENS (BLUE - CLEAR BARREL ONLY), GREETING CARDS	1 journal for personal use and other items as specified by facility	Canteen Purchase
YOGA MAT	1	Dimensions: 24" x 72". Thickness: up to 3/32 inch (3 mm) Plum color only - Canteen Purchase only if allowed in housing unit. Only 1 yoga mat is allowed.

CRAFT SUPPLIES

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
CRAFT PROJECTS IN PROGRESS	2	
CROCHET HOOKS	4 PLASTIC	Maximum length of 6 inches.
CROCHETED BLANKET	1	
KNITTING NEEDLES	2 PAIR PLASTIC	Maximum gauge of 9mm.
MDOC ISSUED CRAFT TOTE	1 - If approved for participation in craft projects	All craft property items shall fit in the craft tote to be considered allowable to include projects being worked on, yarn supplies, needles and hooks.
YARN	A quantity that will fit into the MDOC issued craft tote	