

paid for.

the kev.

Printed Offender Signature

Signature of Witness

ISSUANCE OF ROOM KEY State Form 43919 (6-90)

key can be picked up when you return to the institution upon showing ID.

ROOM KEY POLICY

This room key is issued with the understanding that if it is lost, damaged, altered, etc., you

will be charged a \$10.00 fee to replace it. You will not receive another key until the first key is

When leaving the institution (road crew, sick call, etc.) you will turn your key in to control. Your

Upon being discharged from this institution, you will return your key to Custody (check-out procedure). If your key is not returned by the discharge date, you will be charged \$10.00 for

Date

Room Assignment

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I have read and understand these rules.

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Signature of Witness	Date



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