

Prison Packs Property Form Guide

A plain-language guide for families | prisonpacks.co.nz

What is the property request form?

Every NZ prison requires the person inside to submit a property request form to their unit officer before any incoming delivery can be received. Without it, the prison may hold or refuse the parcel.

Who fills it in?

Your person inside fills it in. You don't. Your job is to tell them the delivery is coming, who it's from, and what's in it.

What to tell them

- A delivery is coming from **Prison Packs**.
- Their **order number** (we email it to you at checkout).
- A short list of what's in the pack.
- Estimated arrival window (5–7 working days from dispatch).

Suggested message

"Hey — a delivery is coming from Prison Packs. Order [PP-XXXX]. It's got essentials in it. Please put in a property request form to your unit officer so it doesn't get held up. Love you."

How to get the message to them

- **Phone (best):** Quick call. Most direct.
- **Email-a-prisoner:** Fastest if their facility supports it.
- **Letter:** Slower but reliable. Include the order number.

What we guarantee

Every Prison Packs item is pre-approved against NZ Corrections Authorised Property Rules for the destination facility. **Nothing in our packs gets turned away at the gate.**