



December 13, 2024

Please review the updated information regarding packages, vendors, and commissary below.

There are four package programs offered by Union Supply. Approved visitors can view and order from the package catalogs at www.SDpackageprogram.com.

- **Property Package:**

- Offenders are allowed **one** property package per **month**.
- These packages can be ordered by the offender or an approved visitor.
 - If the package is ordered by the offender, it will come out of their savings account.
- The max amount allowed to be ordered is **\$100.00**. Orders must be at least \$15.00 plus S&H. Property limits are subject to policy 500-02. Any property an offender is not allowed to possess must be mailed out or otherwise disposed of.

- **Shoe / TV Package:**

- Offenders are allowed to receive **one** Shoe/TV package.
- While they can be ordered **monthly**, offenders can only have one pair of shoes and one TV at a time. Property limits are subject to policy 500-02. Any excess property must be mailed out or otherwise disposed of.

- **Hygiene Package:**

- Approved visitors can order **one** hygiene package per **quarter** starting October 1, 2024.
- The max amount allowed to be ordered is **\$75.00**. Orders must be at least \$15.00 plus S&H.
- Offenders cannot order hygiene packages.

- **Food Package:**

- Approved visitors can order **one** food package per **quarter** starting October 1, 2024.
- The max amount allowed to be ordered is **\$100.00**. Orders must be at least \$15.00 plus S&H.
- Offenders cannot order food packages.

Outside Craft and Religious Vendors:

- Hobby Craft: Naga Leather & Beads is the only approved outside vendor for hobby craft supplies. There are no changes to offender ordering process.
- Spiritual Botanicals, Oils, Herbs: Must be ordered by offender through the facility CAC office.

Books:

- Offenders may receive printed matter directly from a publisher, distributor, or institution of higher learning providing the educational correspondence course. Amazon is not an accepted book distributor.
- Used books cannot be sent to individual offenders. Used books may be donated to facility libraries upon facility approval and inspection.
- All books and printed matter are subject to rejection guidelines [DOC policy 500-06, Section IV 8]
- Books with hard covers or hollow bindings will be rejected.
- There are many preapproved e-books available on the tablet system.

Commissary Limit Increase:

- Offenders are allowed to order up to \$35.00 from commissary each week.

Pricing:

- Pricing of items is comparable to Summit's pricing. Over 100 new items were added.

Pop:

- Offenders will order their pop from commissary. Pop will now come in 24oz bottles. Pop machines in visit rooms are managed by Union Supply.

Coffee:

- Bottled caffeinated coffee drinks are now available on commissary. Offenders will continue to be served caffeinated coffee at mealtimes and select programs and events.

Shoes:

- There is a male option and a female option available to all offenders through the property catalog. All offenders are offered both styles and can choose between the two.
- Offenders are only allowed one pair of shoes.
- Any shoes ordered above their allotted amount will need to be returned at offender cost.

Medical Shoes:

- Must be prescribed and ordered by medical. This process remains the same as before.
- Medical shoes are black.
- Offenders are only allowed one pair of shoes. If an offender has a medical shoe, they are not allowed to have an ordered shoe from the catalog.
- Any shoes ordered above the allowed amount will need to be returned at offender cost.

Postage:

- Stamps and blank envelopes are available for purchase on weekly commissary. Blank and pre-stamped envelopes are available for purchase in the Property Package catalog.