

SPA Women's Ministry Homes' Intake Inventory Checklist:

- Upon intake, residents' belongings are subject to search, count, and confiscation. If items are not permitted, not appropriate, or are over the allowed limit, residents will be asked to send them back.
- The Following Items are **NOT** permitted at SPA:
 - No cell phones, cameras, computers/tablets, MP3 players, secular books, CD's/movies, magazines, weapons of any kind, fireworks, any tobacco products including e-cigarette/vape, over-the-counter medication/supplements, alcohol, drugs, or fans.
- Residents will **NOT** need to bring the following items, as they will be provided at SPA:
 - Bedding, towels, toiletries, feminine products, over-the-counter medications, laundry detergent, water bottle, light makeup items, office/study supplies, and a Bible.
- Items to be locked in the Office; **NOT** permitted to be in residents' possession:
 - Prescription medication, money, checks, I.D., bank cards, food stamps, etc.
- Please be advised that if a resident leaves the program at any time, 24 hours is permitted to collect all belongings.

Clothing and Belongings List (Please note the # of items permitted):

Resident Name:		Intake Date:		Exit Date:		
# of Items Allowed :	Belongings:	# of Items Upon Intake:	Items Added and Date:	Items Added and Date:	Items Added and Date:	Items Added and Date:
	Clothing:					
30 Total	Shirts/T-shirts/Blouses					
	Slacks/Jeans/Sweatpants					
	Shorts/Capris					
	Dresses					
	Leggings					
	Pajamas					
	Socks					
	Bras					
	Panties					
1	House Shoes/Slippers					
	Seasonal:					
1 of each	Coats/Jackets (1 of each)					
4	Shoes/Boots/Sandals (1 pair must be work/outdoor shoes)					
	Gloves/Scarfs					
	One-piece Swimsuit					
	Miscellaneous:					
	Jewelry (nothing expensive)					
	Stamps					
1	Purse					
	Contact Solution (if needed)					

Resident Signature

Date

Staff Signature

Date