

Liability Waiver for Correctional Facilities Shipments

You have requested that California State University, Sacramento, Office of Water Programs ship course materials to a correctional facility. Shipments to correctional facilities are only sent through US mail because inmates cannot sign for deliveries. **Please ensure the inmate has obtained prior approval from the correctional facility to receive the course materials before returning the liability waiver to us.** We recommend that you get the name, title, and contact information of the person at the correctional facility who approved the shipment for your records.

Please note, completing one of our courses may not be used to qualify for an early release program. Please contact your local Department of Corrections office for additional information.

The Office of Water Programs is not responsible for shipments that are confiscated by the correctional facility or lost in transit by US mail.

You assume all financial responsibility for the replacement of any confiscated or lost shipments. To process a shipment to a correctional facility, the payee's signature is required on this liability waiver.

By signing and returning this liability waiver to Office of Water Programs, the payee acknowledges receipt of this policy and agrees to the terms.

Signature

Date

Printed name

Contact phone number

Name of student (inmate):

Department of corrections I.D. #:

Name of correctional facility:

Mailing address of correctional facility:

Course Material(s) Title(s):
