

**INMATE GRIEVANCE FORM**

Maricopa County Sheriff's Office

Joseph M. Arpaio, Sheriff

To: 1st Shift Sergeant Received By: Greene 18933 Date/Time: 8/15/08 0330  
 From: Brian A. Wilkins Booking # P442993 Facility LBJ Cell/Room T12A20 Date 8/14/08  
 Inmate Name Booking # Facility Cell/Room Date

**I. Grievance (To be completed by Inmate):** Briefly describe your complaint and a proposed resolution.

This morning, between 11am - noon, I needed to send a letter to the Mesa Courthouse. When the officer came by on his round, I stopped him and politely asked him "has mail want out today yet?" He did not verbally respond; he simply snatched the letter from my hand, crumpled it, and walked off. He is the European American gentleman with the military haircut, who succeeded the African American female officer this morning. The letter was a very important motion regarding my case. I simply need to know if the officer damaged the letter beyond mailing condition, threw the letter away, or if he actually mailed it? Thank you.

B. Lee 8/14/08  
 Inmate's Signature Date

**II. Officer Action Taken:**

unable to resolve forwarded to 1st shift 18933

\_\_\_\_\_  
 Officer's Signature A# Date/Time

**III. This complaint has been resolved informally by the line officer or withdrawn by the inmate.**

[Signature] P442993 8/17/08  
 Inmate's Signature Booking # Date

**IV. Shift Supervisor's action and receipt (informal): I have addressed the nature of the complaint of the above named inmate and have taken the following action:**

\_\_\_\_\_  
 \_\_\_\_\_

return yellow copy to inmate if resolved.

\_\_\_\_\_  
 Shift Supervisor's Signature Date/Time  
 \_\_\_\_\_ Forward to Hearing Officer for file (informally resolved).  
 \_\_\_\_\_ Forward to Hearing Officer as a formal grievance.

\_\_\_\_\_  
 Inmate's Signature Booking # Date

**V. Bureau Hearing Officer's Response (formal): I have investigated the above grievance and have taken the following action:**

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Bureau Hearing Officer's Signature Date/Time

\_\_\_\_\_  
 Inmate's Signature Booking # Date

**To Inmate:** If not satisfied with the Hearing Officer's resolution, submit an inmate Institutional Grievance Appeal Form within **24 hours** of receipt to the Jail/Division Commander through the Hearing Officer.

WHITE - Return to the Hearing Officer upon response YELLOW - Return to inmate with response PINK - Retained by inmate upon submittal