

Exemption request form

Apply to send money through the post

If you can't send money online and need to send money to friends and family by post, you can use this form to apply to the prison for an 'exemption'.  
Send this fully completed form, along with necessary proof, to the prison addressed to 'Business Hub'.  
Don't send any money to the prison until you have your exemption letter.  
To keep prisons safe, the governor can withdraw an exemption at any time.

To the Governor,  
It is my only option to send money to a prisoner by post.

Your full name:	Prisoner's full name:
.....	.....
Your address: .....	Prisoner's date of birth: .....
.....	Prisoner number: .....
.....	
.....	

Choose either A or B, then sign below

☐ **A** I want to send money by cash or postal order as I do not have access to a debit card or cheque.

I have included ONE of these as proof (tick one):

- ☐ An account refusal from one of the following: Barclays, Clydesdale and Yorkshire Bank, Co-operative Bank, HSBC Lloyds Banking Group (including Halifax and Bank of Scotland), Nationwide Royal Bank of Scotland (including NatWest and Ulster Bank), Santander, TSB
- ☐ Proof that your bank account does not give you access to a debit card or cheque book
- ☐ If you live overseas, proof of residence and account refusal from a bank in your country

☐ **B** I can not use the digital service and want to send money by cheque because:

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Thank you for your consideration

Signed: .....