
INMATE MARRIAGE REQUEST TRACKING AND APPROVAL

This form will be attached to "Inmate Marriage Request" forms (OP-090128 Attachment A) received by the Agency Chaplain and Volunteer Services Administrator. The Agency Chaplain and Volunteer Services Administrator will review the request forms and forward them to the appropriate facility.

INMATE MARRIAGE REQUEST INFORMATION

Inmate's Last Name: _____ ODOC Number: _____
Fiancé's Last Name: _____ Month of Marriage Ceremony: _____
Date Received: _____ Facility: _____

AGENCY CHAPLAIN and VOLUNTEER SERVICES ADMINISTRATOR REVIEW

Reviewed by the Oklahoma Department of Corrections Agency Chaplain and Volunteer Services Administrator to ensure the nature of the marriage does not violate the restrictions placed on the facility chaplain by their ordaining/endorsing religious organization, and if so to work with the facility administration to ensure such requests are processed appropriately through other staff:

Agency Chaplain and Volunteer Services Administrator Signature: _____
Date: _____

FOR FACILITY CHAPLAIN/FACILITY COORDINATOR USE

Scheduled Marriage Ceremony Date: _____
Scheduled Date to Obtain Marriage License: _____
Clergy/Official Status of Person Performing Ceremony Verified: _____ Date Verified: _____
Documents or Method of Verification (Ordination, License, Certificate, etc.): _____
Chaplain/Facility Coordinator Signature: _____ Date: _____

ADMINISTRATIVE REVIEW

Deputy Warden/Assistant Facility Head:

Approval: Yes No Signature: _____ Date: _____

Warden/Facility Head:

Approval: Yes No Signature: _____ Date: _____