SHOES for the Michigan Men's Correctional Institutions facebook.



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FAX NUMBER 856.767.6017

March 2020



When calling keep in mind our hours (Eastern Standard Time):

Monday thru Friday 9:00am - 5:00pm

Telephone 856.767.1300 • Fax 856.767.6017

POLICY STATEMENT Michigan Department of Corrections

The purpose of this directive is to establish policy and procedures regarding the purchase of footwear from an approved outside vendor.

- 1. Each inmate requesting to make an outside purchase must have adequate funds available in his/her personal account at the time of the request. Credit and layaway purchases are not allowed.
- 2. Orders which can not be filled will be automatically refunded. (If you wish any alternates, they must appear on your order form.)
- 3. All purchases must be approved by the appropriate personnel. Request for purchases shall be initiated by the inmate only and reviewed by a designated facility official, who will approve or disapprove of the request. Final approval is made upon inspection when the item is received.
- 4. Footwear over six inches in total height (measured from the <u>inside</u> from the top of the heel to the highest point) or footwear with heels over two inches in height. New purchases <u>shall not</u> contain <u>shanks</u>, <u>air pumps</u>, <u>pockets</u>, <u>flashing lights</u>, or <u>gel</u>. The CFA Deputy Director may impose additional restriction on footwear for reasons of custody or security. With prior approval of the CFA Deputy Director or designee, a Warden may authorize the purchase of footwear over six inches in total height or which is in excess of \$75.00 if necessary due to the need of a unique size.

DEFINITIONS

Shoe: A term which describes footwear used to cover the foot.

Oxford: A term describing a low show which can be laced or slipped on and goes over the instep and below the ankle.

Chukka: A style of a shoe/boot which is at the height of the ankle.

Boot: A style of shoe which extend beyond the height of the anklebone and above.

Winter Boot: A boot that offers protection from the environment by offering features such as insulation and waterproof contraction.

Mike's would Like To Be Your Single Source Footwear Supplier!

Mike's Better Shoes is a full service family owned and operated shoe store. For over 55 years we have been servicing the local community with quality footwear for all ages and gender at discount prices. We carry all major brands of footwear and pride ourselves on **Service**, **Quality**, **Price** and **Delivery**.

Mission Statement: Our objective is to provide personalized service to each individual inmate as well as honoring DOC specifications, all while maintaining the most current and diverse catalog of footwear in the market place. We will strive to reach a 95% or better fill rate so as to keep the level of paper work for prison personnel and money returns to a minimum.

The enclosed catalog was assembled specifically for the correctional institutions. We have tried to combine traditional, classic designs that are normally available for prompt delivery with more current styles to give you a great selection of shoes at various prices. Always check with the appropriate correctional personnel regarding any questions on shoes meeting DOC specifications.

Your business is important to us. Please use the attached form to write us for special requests or make any suggestions and remarks. Your inputs are greatly appreciated and will be acknowledged.

Family members are welcome to contact us at 856-767-1300 or information@mikesbettershoes.com.

Thank You!



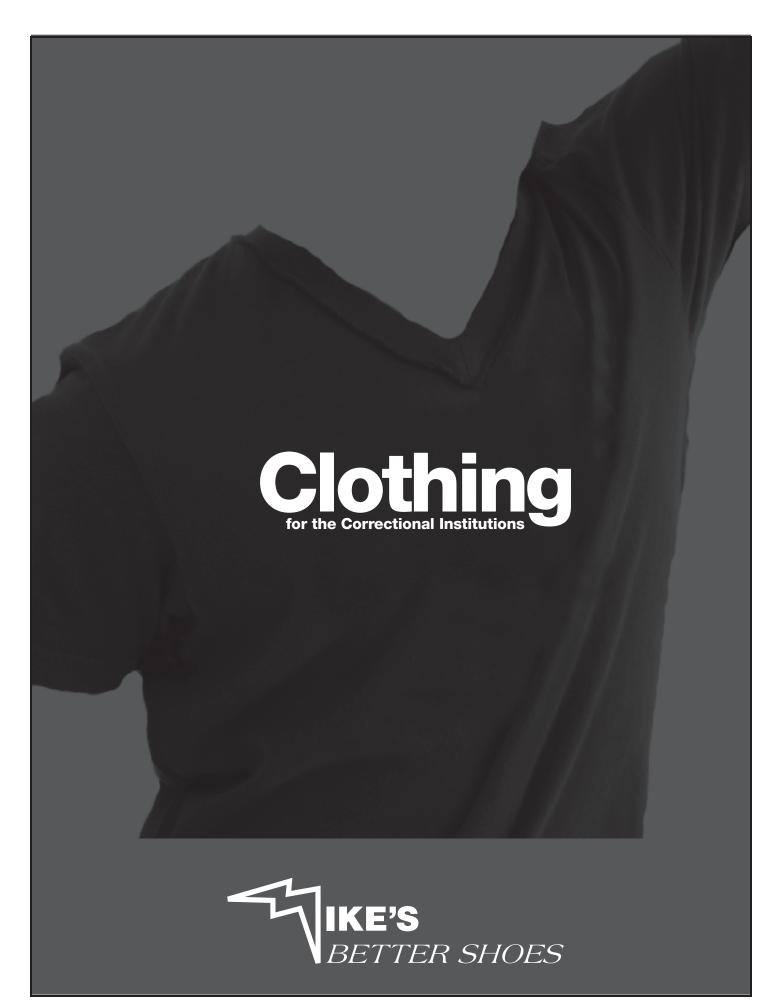












Mike's Better Shoes*MEN'S FOOTWEAR & CLOTHING for the MICHIGAN DOC*P:856-767-1300 (04/20)



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WWW.MIKESBETTERSHOES.COM ** (F)856-767-6017 ** E-MAIL:INFORMATION@MIKESBETTERSHOES.COM

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Privilege Group

P.O. #

1256 Haddonfield-Berlin Road, Voorhees, NJ 08043

856-767-1300 • fax:856-767-6017 • information@mikesbettershoes.com • www.mikesbettershoes.com

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Check Expres	s, Money Orders, and ss).	Major Credit Cards	(Visa, Master (Card, Disco	over, Ameri	ican	Sales Tax			

Shipping: Orders will be sent via UPS ground within 5 business days. Special orders will be acknowledged in writing and an estimated delivery date given. Back orders and/or substitutions are not allowed.

Returns & Exchanges: If you are not completely satisfied with your purchase, you may exchange/return any part of your order. All returns will be refunded in the manner in which they were originally purchased. Return freight will be the responsibility of the shipper. Returns may be assessed a 10% restocking fee. If you wish to make an exchange due to fit, your restocking fee will be waived however, please remember to send \$8.99 to cover the returned freight. MBS will not be responsible for return product that are lost or damaged in transit. When necessary we suggest you insure the return package for full value. Shipping charges will be refunded only if we made an error with regards to your order.

Tracking: Inmate number, order number, or invoice number must appear on all documentation in order for us to resolve any issues.

California Only: Shipments cannot exceed 30 lbs. California D.O.C. only allows one package per quarter. If an additional order is received for an inmate that has already received a package within the quarter the order will not be processed. We will monitor each inmate to make sure orders are not duplicated within our organization.

NOTES			



INQUIRY FORM

<u>NOTE:</u> To expedite your order, please specify how you would like us to proceed based on product availability and price.

<u>Alternate Selection:</u> If we can not fulfill your order, <u>where permitted</u>, MBS will provide you with pictures of alternate footwear available in your size. If you wish to select a different item, please respond with your alternate style and size. By making this selection you are permitting MBS to make the substitution and that you will not receive your original purchase.

<u>Discontinued Items:</u> Items ordered which have been discontinued and are no longer available will be noted in our response. Your money will be returned or you will be asked to make another selection.

<u>Special Orders:</u> Special orders for unique sizes or unique applications are subject to manufacturers availability and facility approval. Once your shoes have been ordered, please be patient. Delivery can take additional time to fullfil. If you cannot afford to wait, let us know. Your order will be cancelled and your payment returned.

<u>Outside Purchases (where applicable)</u>: For all third party orders (third party) we require payments to be returned to the purchaser. If you are making an outside order request, please make sure your family/friend specifies their name, address and telephone number. We accept Money Orders, and Major Credit Cards (*Visa, Master Card, Discover, American Express*).

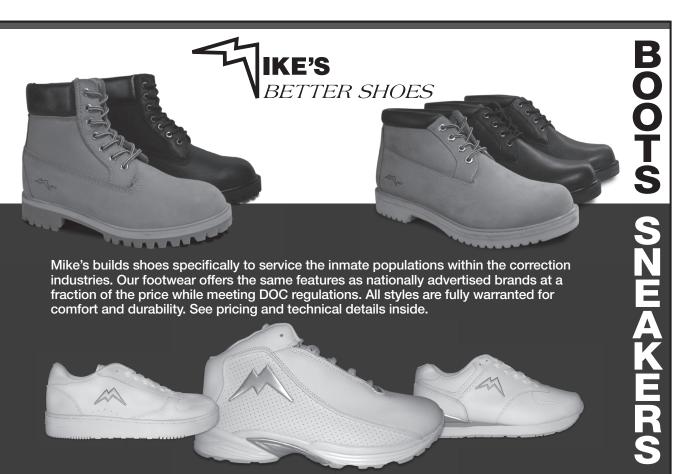
<u>Warranty:</u> All products are warranted against manufacturing defects. Before sending back used, worn or defective shoes, please write us first. Shoes will not be replaced for excessive wear or abuse.

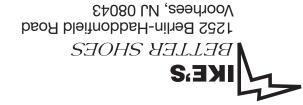
<u>Catalog Errors</u>: Every effort has been made to show and describe the merchandise in this catalog as accurately as possible. However, many manufacturers make minor changes in design specification, color, and style during the year. We regret any typographical errors or descriptions we may have overlooked. Prices and specifications are subject to change without notice.

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	State Correctional Facility						
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