



Tennessee Department of Children's Services Clothing Purchase Authorization

This is authorization for the bearer to purchase clothing not to exceed the allotment amount as stated below:

Age of Child	Clothing Purchase Not to Exceed
0 - 2	\$125.00
3 - 4	\$175.00
5 - 12	\$200.00
13 - up	\$250.00

(If this authorization form is not completed charges will not be allowed.)

PLEASE PRINT/TYPE CLEARLY IN ALL SECTIONS:

Child's Name: _____ TFACTS ID: _____
 Child's SS Number: _____ Date of Birth: _____
 Custody Date: _____ County: _____ SA#: _____

PLEASE SELECT ONE: IF NO SELECTION IS MADE, PURCHASE WILL NOT BE APPROVED:

- Initial Allotment:** Clothing purchase made within first sixty (60) days of being in custody
- *Emergency Allotment:** Clothing purchase made AFTER sixty (60) days of being in custody

***ADD JUSTIFICATION FOR EMERGENCY PURCHASES BELOW. **EMERGENCY PURCHASES REQUIRES REGIONAL ADMINISTRATOR APPROVAL:**

Family Service Worker's (FSW) Signature: _____ Date: _____
 FSW's Printed Name: _____ FSW's Region: _____
 Supervisor's Signature: _____ Date: _____ Region: _____
 **Regional Administrator's Signature _____ Date: _____
 Name of person SHOPPING for child: _____ Relationship: Foster Parent FSW
 Other _____ Amount of Purchase: \$ _____
 Cardholder's Signature: _____ Date: _____
 Date of Purchase: _____ Cardholder's Region: _____

Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval.