

## Clothing and Shipping Guidelines

Vista Adolescent Treatment Center

Dear Parent,

Thank you for taking the time to assist us with our clothing inventory process. There are two goals of this process:

- Limit your shipping expense by ensuring that only appropriate items in adequate quantities are sent to your student
- Minimize your student's time away from class and therapy to check-in packages you've sent

Attached are the clothing list and a blank inventory list that should be used whenever you ship items to your child.

**Clothing List** – describes appropriate and inappropriate clothing, including how many pieces of each item should be sent

**Inventory List** – a blank master copy, please use to catalog all items shipped to your student and include it in the shipment.

With up to 30 students on campus, extra storage space is limited. We ask that you do not send more than is required. Extra items, inappropriate items, or ill-fitting items will be returned at your expense unless space is available to hold the items until you can take them on your next visit.

Using the inventory form, list all the items that are being sent and enclose it in the package. Your student and staff members will verify the list against the items received when the package is opened.

If you have any questions please feel free to contact your child's therapist or office staff.

Our office hours are: Monday - Friday 6:30 am to 2:30 pm MST

Office number: 801-250-9762

Fax number: 801-250-8483

Email: [administration@vistatc.com](mailto:administration@vistatc.com)

Thank you,

Vista Supervisors

# Clothing and Toiletry Guidelines

Vista Adolescent Treatment Center

8 pants or shorts (no higher than 3" above knee)		
8 t-shirts		1 comforter or blanket
3 sweaters or sweatshirts	4 gym shorts or sweat pants	1 electric razor (mandatory)
2 pajamas	2 pairs of shoes	1 pillow
2 dress shirts	2 towels	15 pair socks
2 belts	2 washrags	10 pairs of underwear
2 dress pants	2 sheet sets	5 tank tops
4 gym shirts	1 pair of nail clippers	1 gym bag

## Summer Items

1 pair water shoes	1 bathing suit ( <i>Modest</i> )
1 hat or visor ( <i>Optional</i> )	1 pair sunglasses ( <i>Optional</i> )

## Winter Items

2 coats/jackets
1 pair of gloves

## Other Optional Items

1 alarm clock
1 pair of slippers

Toiletry items- you can provide toiletry upon admission or we can provide inexpensive items here on campus.

Clothing that is not allowed at Vista, includes but is not limited to:

- ✚ Revealing clothes
- ✚ Excessively tight
- ✚ Baggy
- ✚ Cut-offs
- ✚ Clothing that has holes; is cut, torn, or frayed
- ✚ Belly shirts or shirts that ride up during regular activity
- ✚ Clothing portraying inappropriate messages or pictures. This includes any references to drugs, alcohol, tobacco, violence, sexuality, racial innuendos, gangs or negative role models, bands.
- ✚ Belts/clothing with studs, spikes, or any other metal on them, other than a regular buckle.

Please also note that:

- ✚ Pants should fit well and be worn properly with the waistline as designed.
- ✚ One pair of shoes should be athletic shoes for Physical Education.

# Inventory List

Vista Adolescent Treatment Center

Quantity	Item Description
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Notes: \_\_\_\_\_  
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Parent Signature \_\_\_\_\_ Date \_\_\_\_\_