



Control/Claim Number

Unclaimed Property Claim Form & Checklist
Comptroller of Maryland
Compliance Division
Unclaimed Property Unit, 301 West Preston Street
Room 310
Baltimore, Maryland 21201-2385
410-767-1700, or 1-800-782-7383

See attachment for instructions
Please be sure to attach copies of all necessary documentation.

Part A - Claimant Information - Please print clearly

Name of Claimant(s)

Social Security or FEIN Number

Daytime telephone number

Address of Claimant(s)

City, state, zip code

Relationship to original owner

Email Address

Part B - Information on Property claimed - OFFICE USE ONLY

Original owner name

Social Security or FEIN Number

Type of property

Holder name

Amount of Property

Part C - Provide the following documents

- Copy of your driver's license or other ID (Required)
- Copy of Social Security Card or other documentation containing social security number (Required)
- Bank documents (e.g. passbook, bank statement, cancelled check)
- Proof of affiliation with:
 - Letters of Administration
 - Small Estate Papers
 - True Test Copy of Court Order
- Copy of Death Certificate(s) for:
- Other:

Part D - Affidavit

Under penalties of perjury, I (we) hereby certify that the foregoing information is true and correct. I (we) further certify that I (we) have not received any property claimed, are entitled to it and know of no other person who claims to be entitled to any portion. I (we) agree to indemnify the state of Maryland and its officers and employees for any loss of claim whatsoever resulting from the payment of this claim to me (us).

X _____
Signature of claimant

Signature of co-claimant

All services provided by the state Comptroller's Office are free. Maryland law provides that you do not have to pay a fee to anyone for assisting you in recovering any property within 24 months of the date it was turned over to this office. Contracts which provide for a fee for such claims are unenforceable.

Part E - For office use only

Claim No.: _____ Control No.: _____ Holder No.: _____

Report Year: _____ Received: _____ Total: \$ _____

UNCLAIMED PROPERTY CLAIM FORM & CHECKLIST INSTRUCTIONS

General Instructions

If you are claiming property in the possession of the state, you must complete and sign this claim form and forward it, together with the supporting documentation discussed below, to the Unclaimed Property Section at the address shown on the front.

Supporting Documentation for Claims

All claimants must establish (1) their personal identity and (2) entitlement to the property sought.

1. You must submit two forms of personal identification, one of which must show your social security number. If the claim is being filed by a party acting as a guardian, executor, administrator or in some other representative capacity, the appropriate documentation demonstrating entitlement to make the claim in that capacity must also be enclosed.
1. Entitlement to the property sought must be established by the following types of documentation
 - a. BANK ACCOUNT - A passbook, bank statement, or cancelled check.
 - b. DIVIDEND - Proof of affiliation with company.
 - c. STOCK - The original stock certificate.
 - d. INSURANCE PROCEEDS - Insurance policy or statement.
 - e. UNCASHED INSTRUMENTS - Original certified check, money order, travelers check or other negotiable instrument.
 - f. UNCASHED WAGES - Proof of employment.

In the absence of any of the foregoing evidence and for claims of other types of property, you should submit copies of the best evidence of ownership available.

If an account was originally opened jointly with the names connected by "and" (John and Mary Doe), both parties must make claim for the funds. If one of the two parties is deceased, attach a **copy** of the appropriate death certificate.

Only send in copies of documentation.
Please write legible on all forms.

Finder's Fees

The state of Maryland does not charge a fee for returning your property to you. Signing an agreement to have someone assist you in recovering unclaimed property may entail the payment of substantial fees. Effective July 1, 1991, such an agreement is unenforceable in Maryland if it covers property which has been in the state's custody for less than two years.