

Unclaimed Property Inquiry

Issued under authority of Public Act 29 of 1995.

Read the instructions on page 2 before completing this form.

PART 1: CLAIMANT/PROPERTY OWNER INFORMATION		
Property Owner's Name as it Appears on Unclaimed Property Web Search		Property Owner's Social Security or Federal Employer Identification Number
Claimant Name	Relationship to Property Owner	Claimant's Social Security or Federal Employer Identification Number (if different)
Current Address (Number and Street or RR#)		Property Number(s)
City, State, ZIP code		Daytime Telephone Number

PART 2: FORMER ADDRESSES. List all former Michigan addresses used by the property owner.	
Street Address	City, State, ZIP Code

PART 3: DECEASED PROPERTY OWNER. Refer to instructions for list of required documentation.					
1. Did the Decedent have a Will?	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
2. Did the Decedent have a Trust?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	2b. Is the Trust open?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Did the Decedent have a Probated Estate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	3b. Is Probated Estate open?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

PART 4: CLAIMANT CERTIFICATION	
Under penalties of perjury, I certify that the information provided on this inquiry form is true to the best of my knowledge. Upon payment of this claim, said claimant will indemnify and hold harmless the State of Michigan, officers and employees from any damages, claims or losses of any kind resulting in payment of the property being claimed.	
<p>SUBSCRIBED AND SWORN TO BEFORE ME THIS</p> <p>____ DAY OF _____, 20 ____</p> <p>_____ NOTARY PUBLIC COUNTY, STATE</p> <p>MY COMMISSION EXPIRES _____</p>	<p>SIGNATURES OF CLAIMANTS</p> <p>_____</p> <p>_____</p> <p>_____</p>

Return completed form along with a **copy of a picture I.D., social security card, and required documentation** (see page 2) to:

www.michigan.gov/unclaimedproperty

Unclaimed Property Division
Michigan Department of Treasury
P.O. Box 30756
Lansing, MI 48909

Office Use Only: Approval: 1.____ 2.____ 3.____ 4.____ 5.____

Allow 120 days for processing.

Instructions for Form 3433, Unclaimed Property Inquiry

FORM INSTRUCTIONS

Part 1. Complete applicable fields.

Part 2. List all former Michigan addresses used by the property owner, including P.O. Boxes.

Part 3. If property owner is deceased, answer all questions and provide required documentation.

Part 4. Sign and have your signature notarized by a Notary Public.

REQUIRED DOCUMENTATION

Individual Property Owner

Submit copies of the following documents:

- Picture ID (driver's license or identification card)
- Social security card
- If your name differs from how it appears on the Unclaimed Property Web site, submit legal documentation supporting the name change (e.g. marriage certificate, adoption papers, divorce decree, etc.).

Claimant Other Than Property Owner

Parent on Behalf of a Minor

Submit a copy of the minor child's birth certificate and social security card.

Guardian, Conservator, Trustee or Legal Representative

Submit a copy of the court documents or other signed legal documents giving you authority to act on the property owner's behalf. If providing a Durable Power of Attorney, submit a medical provider statement indicating property owner is unable to sign his or her name.

Deceased Property Owner

All questions in Part 3 must be answered in order to process your inquiry. All claims on behalf of deceased owners must include the following documentation (**originals will not be returned**):

- Copy of Death Certificate
- Proof of your relationship to decedent (obituary, birth certificate, marriage license)

Documentation required:

1. Did decedent have a Will?

If yes, provide copy of Will.

2. Did decedent have a Trust?

If yes, provide a copy of the Trust.

2b. Is the Trust open?

If yes, the Trustee is entitled to claim the property on behalf of the Trust, the Trustee will need to complete this form.

3. Did decedent have a Probated Estate?

If yes, proceed to 3b to determine what documents are required:

3b. Is the Estate currently open?

- If **yes**, send a current copy (dated within last 12 months) of your Letters of Authority issued by the probate court certifying your appointment.
- If **no**, send a copy of the Opening Petition, a copy of the Final Estate Order listing the heirs and the percentage or amount received from the Estate, and a list of current addresses of all heirs.

Business Property Owner

Submit copies of the following documents:

- Business card
- Articles of Incorporation or DBA showing ownership of the business and name changes.
- List of subsidiaries that entity can claim on behalf of.
- Documentation showing authorization for you to act on behalf of the business entity shown as the original property owner.

Closed (But Not Sold) Entities

- Final Federal tax return filed including Schedule C

Sold Entities

- Buy/sell agreement showing who owned the accounts receivable at the close of sale.

Dissolved Entities

- Dissolution papers showing who the shareholders were at the time of the dissolution. If corporation did not file for dissolution with the State of Michigan, submit the automatic dissolution and a copy of the final corporate Federal tax return, including Schedule K.
- List of current addresses of all shareholders.

You may also be required to complete a formal claim form and provide additional documentation.

Allow 120 days for processing from the date form was mailed.