

UNCLAIMED PROPERTY INQUIRY FORM

If you found your name on our online database, or if you believe you have unclaimed money in Oregon and wish us to search the database for you, fill out the form (links below) and mail it, with the requested supporting documentation, to the address below. Claims cannot be paid on name similarity alone. The burden of proof is on you to show that you are entitled to the account.

**Trust Property Section
Department of State Lands
775 Summer St. NE #100
Salem, OR 97301-1279**

Inquiries are processed in order of date received. All inquiries will receive a reply, however, response time is affected by the number of inquiries received and can take up to 120 days. (NOTE: Most Internet accounts have a value of \$100 or less.)

1. Fill out the form completely and sign it in the presence of a notary public.
2. Attach a copy of the front and back of each claimant's current photo identification (e.g., Driver's License) and a copy of each claimant's Social Security card or a document that shows the number. *
3. Attach something that proves you lived at the previous address(es) you list (e.g., old utility bill, or the envelope from a letter).
4. Attach a copy of something showing proof of name changes (e.g., marriage certificate).
5. If you think you know what kind of unclaimed property Oregon is holding for you, send a copy of something that proves your connection to that asset for instance:
 - a. If you think it is a checking or savings account, send a copy of the bank statement.
 - b. If it is an insurance policy, send the policy.
6. If you are claiming an asset for someone else, send a certified copy of legal documents proving your authority, such as current power of attorney, conservator, guardian, etc.
7. If you are claiming property as an heir to a deceased person, send appropriate documentation such as a death certificate or will. If the probate is open, send certified copies of Letters of Administration or Affidavit of Claiming Successor. If the probate is closed, send a copy of the Final Decree of Distribution listing the heirs. Note: DSL requires probate on claims for assets valued over \$1,000.
8. If you are claiming on behalf of a business, please send documentation, which authorizes you to file the claim, as well as the Federal Identification Number of the business. Corporate or photo identification is also required for the authorized signer.

*Note: Although you are not legally required to provide your Social Security number, we request that you do so voluntarily to assist us in determining whether we are holding property for you.

UNCLAIMED PROPERTY INQUIRY FORM

Claimant(s) Name: _____

Claimant(s) Address: _____

City, State, Zip Code: _____

Previous married names, or
maiden name if applicable: _____

Address of record, or
Previous address if applicable: _____

Social Security Number or FIN:* _____

I/We declare under penalty of perjury and/or mail fraud that to the best of my knowledge I/we are entitled to the assets of this claim, and agree to indemnify the Oregon Department of State Lands (DSL) and hold it harmless for and from all claims, loss, costs, damages and expenses that DSL may sustain by turning this asset over to me/us, or of its refusal to pay this asset or any part of it to any other person or persons.

Signature: _____

Daytime Telephone #: _____

Social Security #: _____

Signature: _____

Daytime Telephone #: _____

Social Security #: _____

State of _____

County of _____

Signed or attested before me this _____ day of _____

by _____

Notary Public for: _____

My Commission Expires: _____

***Note: Although you are not legally required to provide your Social Security number, we request that you do so voluntarily to assist us in determining whether we are holding property for you.**

FOR OFFICE USE ONLY

Reviewed by _____ Date _____ Approved by _____ Date _____
\$ _____ V# _____ Stock/SDB Sent _____ SSN _____ ADD _____