

## Other Unclaimed Property Resources

### National Association of Unclaimed Property Administrators (NAUPA):

Official Web site lists state unclaimed property programs: [www.unclaimed.org](http://www.unclaimed.org).

NAUPA also sponsors a national database: [www.missingmoney.com](http://www.missingmoney.com).

### Unclaimed Tax Refunds from the State of Oregon:

**Oregon Department of Revenue**  
955 Center St. NE, Salem, OR 97301  
503-378-4988 / 800-356-4222  
questions.dor@state.or.us  
[www.oregon.gov/DOR](http://www.oregon.gov/DOR)

### Refunds of excess earnings from HUD or FHA-insured loans:

**US Department of Housing & Urban Development:**  
PO Box 23699, Washington, DC 20026-3699  
800-697-6967  
8:30 am – 8:30 pm (EST)  
[www.hud.gov](http://www.hud.gov) (select *FHA Refunds*)

### The Government May Owe You Money:

[www.usa.gov/Citizen/Topics/Money\\_Taxes.shtml](http://www.usa.gov/Citizen/Topics/Money_Taxes.shtml)

### Demutualization Proceeds from Life Insurance Companies:

Mutual insurance companies reorganized and became stock companies. Check the website for your life insurance provider:

[www.claims-info.com](http://www.claims-info.com)

### Search for Television and Theatrical Residuals From the Screen Actors Guild:

[www.sag.org](http://www.sag.org)



## What is Unclaimed Property?

Usually, it's money! It includes any financial asset that has not been claimed by its owner or has not had any owner-generated activity for a specific time period.

- Did you move and forget to update your address with your financial institution or utility company?
- Have you stopped receiving dividends from your stock investments or lost track of a mutual fund account?
- Does your financial institution have your current address for long-term investments such as certificates of deposit or an Individual Retirement Account? Have you paid your safe deposit box fee each year?
- Do your insurance providers – car, health, home, and life – have your current address?
- Have you had a job end suddenly and left your last paycheck with your past employer? Are you receiving statements about an employee stock option plan or other employment-related investment due you?

These and many other types of accounts or assets are routinely reported as unclaimed property to Oregon's Unclaimed Property Program administered by the Department of State Lands. The goal of the program is to reunite as many people as possible with their unclaimed property.

If the department cannot find the rightful owner, the unclaimed property is held for owners and their names appear on the department's Web site: [www.oregonstatelands.us](http://www.oregonstatelands.us).

This allows you easy access to search and inquire about unclaimed property. If you do not have a computer or access to the Internet, you may visit a local library, ask a friend or relative to assist you, or write a letter to:

**Unclaimed Property Section  
Department of State Lands  
775 Summer St. N.E., Suite 100  
Salem, OR 97301-1279**

The Web site is updated regularly, so check often!

Unclaimed property is held in trust forever in the Common School Fund for claim by rightful owners or their heirs. Earnings from the fund are sent twice a year to Oregon's 198 K-12 public school districts. Recent distributions have ranged from \$35.2 million in 2000 to nearly \$50 million in 2007.

While most accounts are valued at \$100 or less, there is more than \$300 million currently available for claim. Accounts with a value of \$10 or greater appear on the Web site.

For recorded information, please call 503-986-5293; email: [claims@dsl.or.us](mailto:claims@dsl.or.us)

### I Have Found My Name in Oregon's Unclaimed Property Records – Now What?

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- Unclaimed Tax Refunds
- Federal Money
- Demutualization Proceeds
- Television/Theatrical Residuals

### Helpful Hint...

To avoid generating unclaimed property, keep your accounts active through customer-initiated contact at least every two years; and keep accurate records of all your accounts such as insurance policies, certificates of deposit, safe deposit boxes, stocks and bonds.

### Oregon Department of State Lands:

Unclaimed Property Section  
775 Summer St. NE, Suite 100  
Salem, OR 97301-1279

Phone: 503-986-5293 / Fax: 503-378-4844  
[claims@dsl.state.or.us](mailto:claims@dsl.state.or.us)

[www.oregonstatelands.us](http://www.oregonstatelands.us)



## I HAVE FOUND MY NAME IN OREGON'S UNCLAIMED PROPERTY RECORDS...

### Do I really need to have my signature notarized and provide my personal identification in order to inquire about unclaimed property?

Because most contact with customers is by mail, it is necessary for each inquiry to include a copy of photo identification of the persons inquiring about unclaimed property. Although you are not legally required to provide a Social Security number, it is requested that you voluntarily provide it to assist in determining whether there may be additional property for you. It also assists in finding property for you if your name is easily misspelled. In addition, your notarized signature is required to ensure the refund is paid to the rightful owner.

### Will you give me more information about the asset if I call you?

To protect your privacy, additional information about the unclaimed property cannot be released until an inquiry form and photo identification have been mailed to the department.

### Why did I receive another form to sign?

The department may have additional information on older records. A claim form may be sent to you to help you determine if the property belongs to you and to help you present evidence that links you to the asset. Payments cannot be issued based on name similarity alone, however, the age and likelihood of existing records are considered when evaluating your evidence.

### What if I no longer have proof of an old address?

There are many ways you can prove you are the rightful owner of an asset. Providing proof of the address of record is usually the easiest way, but you may have a document that links you to the business reporting the asset such as a bank statement or pay stub. You may need to rely on your Social Security number or, in rare situations, contact a business such as a life insurance company for assistance with a very old policy. A service provider such as an attorney or doctor may be able to assist you with proof that you lived at an old address. You may ask a friend who knew you when you lived there to sign a notarized affidavit verifying the old address. Do not provide evidence from a public source such as a copy from a telephone book as it is not acceptable. Evidence should be from your personal records.

### What if my property involves a security or investment?

You must surrender original stock certificates or a surety bond may be required if the asset you are claiming involves a corporate action such as a merger or buy-out. Stock and mutual funds are liquidated on a specific schedule so you may only be entitled to sale proceeds.

### What if my property involves a negotiable instrument?

If the claim is for a negotiable instrument such as a cashier's check, the payee is favored unless the purchaser still possesses the instrument. For values in excess of \$2,500, an indemnity bond will be required if you do not have the check.

### What if my name has changed?

Provide documents that prove the reported name has changed through marriage or other court documents such as a divorce decree.

### What if I represent someone?

Court-certified copies of legal documents must be presented to change the ownership of any asset. A power of attorney, and letters of conservatorship or guardianship must be dated within six months of the date of the inquiry. You may inquire about the property by sending a copy; however, it may cause a delay in processing your inquiry.

### What if I am an heir of the rightful owner?

The closest heirs of the decedent or those heirs listed in a probate proceeding are entitled to claim the asset. Send a copy of a death certificate or will. If a probate proceeding is currently being administered or is "open," send court-certified copies of the letters of administration or affidavit of claiming successor also known as a small estates affidavit to support your claim to the asset of the decedent. If the probate proceeding is done or "closed," send a court-certified copy of the final decree of distribution or final order listing the heirs entitled to the decedent's assets.

### What if my relative had a trust?

Unless the unclaimed asset is reported as a registered asset in the trust, probate will be required when the value exceeds \$1000. Trustees must provide copies of the trust document and indicate the current status of the trust.

### For Specific Information...

For specific statutory or legal information, review Oregon Revised Statutes 98.302 to 98.436, 98.991 to 98.992 or Oregon Administrative Rules 141-040-0005 to 141-040-0220.

### What if an agent has a power of attorney for the claimant?

An agent is a person who is filing a claim to recover unclaimed assets on behalf of the claimant. After a claimant has authorized someone to represent him or her, such as a finder or research firm, the agent is required to submit the original power of attorney form. In addition, it is necessary to provide proof they have obtained a license in Oregon.

### What if I am a business owner or the designated signer for the business?

Provide documentation that authorizes you to file the inquiry. Use the federal identification number of the business. If your business is a sole proprietorship, it is appropriate to use your Social Security number. Present a copy of current photo identification, either corporate or personal such as driver's license. Provide a link to the address of record or a document that links you to the business reporting the asset such as a bank statement. If the business is dissolved, provide proof regarding the individuals who received the business assets at the time it ceased to be active.

### Does the state charge a fee for finding me?

There is no fee associated with recovery of unclaimed property. If a finder or research firm asks you to sign a contract or assignment of interest, search for your name at [www.oregonstatelands.us](http://www.oregonstatelands.us) or contact Oregon Unclaimed Property by email ([claims@dsl.or.us](mailto:claims@dsl.or.us)) before doing so. A finder or research firm must obtain a license issued by the Department of Public Safety Standards and Training (DPSST) to do business in Oregon. To verify whether a finder or research firm has a license, please contact DPSST by email, letter or telephone: [www.dpsst.state.or.us](http://www.dpsst.state.or.us); 4190 Aumsville Highway SE, Salem Oregon 97317; 503-378-8531.