

# OKLAHOMA STATE TREASURER UNCLAIMED PROPERTY DIVISION

## REPORT OF UNCLAIMED REPORT – VERIFICATION AND CHECKLIST

Verification for Period Ended 06/30, 20  

Provide the name of the holder company reporting for the period indicated. List the prior name(s), FEI(s), or address(es) if the company has had a change in these items during the time period in which it has held the property being reported.

Name \_\_\_\_\_ State of Incorporation \_\_\_\_\_  
 \_\_\_\_\_ Date of Incorporation \_\_\_\_\_  
 Address \_\_\_\_\_ Federal Employer ID# \_\_\_\_\_  
 \_\_\_\_\_

Every person, corporation, or other business association, banking or financial organization, life insurance corporation, utility, court or public authority must complete the following checklist before filing their Oklahoma Unclaimed Property Report. This checklist includes by way of illustration, but not limitation, those items which are covered by Sections of the Oklahoma Unclaimed Property Law.

Please complete the checklist by indicating the items being reported. A "Yes" must be enumerated on Unclaimed Property Form 497-UP-2.  
 Property Type Codes and Abandonment Periods

|     |    |      |                                                          | Account Balances Due     |     |    |      |                                      |     |
|-----|----|------|----------------------------------------------------------|--------------------------|-----|----|------|--------------------------------------|-----|
| Yes | No | Code | Description                                              | Yr                       | Yes | No | Code | Description                          | Yr  |
| —   | —  | AC01 | Checking Accounts                                        | 5                        |     | —  | AC06 | Security Deposits                    | 5   |
| —   | —  | AC02 | Savings Accounts                                         | 5                        |     | —  | AC07 | Unidentified Deposits                | 5   |
| —   | —  | AC03 | Matured CD or Saving Certificate                         | 5                        |     | —  | AC08 | Suspense Accounts                    | 5   |
| —   | —  | AC04 | Christmas Club Funds                                     | 5                        |     | —  | AC99 | Aggregate Account Balances           | 5   |
| —   | —  | AC05 | Money on Deposit to Secure Fund                          | 5                        |     |    |      |                                      |     |
|     |    |      |                                                          | Court Deposits           |     |    |      |                                      |     |
| —   | —  | CT01 | Escrow Funds                                             | 1                        | —   | —  | CT04 | Suspense Accounts                    | 1   |
| —   | —  | CT02 | Condemnation Awards                                      | 1                        | —   | —  | CT05 | Other Court Deposits                 | 1   |
| —   | —  | CT03 | Missing Heirs' Funds                                     | 1                        | —   | —  | CT99 | Aggregate Court Deposits             | 1   |
|     |    |      |                                                          | Education Savings Plan   |     |    |      |                                      |     |
| —   | —  | CS01 | Savings Accounts – Cash                                  | 5                        | —   | —  | C02  | Savings Account – Mutual Fund        | 5   |
| —   | —  | CS03 | Savings Accounts - Securities                            | 5                        |     |    |      |                                      |     |
|     |    |      |                                                          | Health Savings Plan      |     |    |      |                                      |     |
| —   | —  | HS01 | Health Savings Account                                   | 5                        | —   | —  | HS02 | Suspense Accounts                    | 5   |
|     |    |      |                                                          | Insurance                |     |    |      |                                      |     |
| —   | —  | IN01 | Individual Policy Benefits or Claim Payments             | 5                        |     | —  | IN06 | Unidentified Remittances             | 5   |
| —   | —  | IN02 | Group Policy Benefits or Claim Payment                   | 5                        |     | —  | IN07 | Other Amounts Due Under Policy Terms | 5   |
| —   | —  | IN03 | Proceeds Due Beneficiaries                               | 5                        |     | —  | IN08 | Agent Credit Balances                | 5   |
| —   | —  | IN04 | Proceeds from Matured Policies, Endowments, or Annuities | 5                        |     | —  | IN09 | Proceeds from Demutualization        | 2   |
|     |    |      |                                                          |                          |     | —  | IN10 | Shares of Stock from Demutualization | 2   |
| —   | —  | IN05 | Premium Refunds                                          | 5                        | —   | —  | IN99 | Aggregate Insurance Property         | 5   |
|     |    |      |                                                          | IRA'S (TRADITIONAL/ROTH) |     |    |      |                                      |     |
| —   | —  | IR01 | Traditional IRA – Cash                                   | 7**                      |     | —  | IR05 | Roth IRA – Cash                      | 7** |
| —   | —  | IR02 | Traditional IRA – Mutual Fund                            | 7**                      |     | —  | IR06 | Roth IRA– Mutual Funds               | 7** |
| —   | —  | IR03 | Traditional IRA – Securities                             | 7**                      |     | —  | IR07 | Roth IRA– Securities                 | 7** |

**\*\* IRA's are reportable 7 years after the participant has attained the age of 70 1/2.**

| Mineral Proceeds and Mineral Interests                |   |      |                                      |   |   |      |                                |     |  |
|-------------------------------------------------------|---|------|--------------------------------------|---|---|------|--------------------------------|-----|--|
| —                                                     | — | MI01 | Net Revenue Interest                 | 5 | — | MI06 | Bonuses                        | 5   |  |
| —                                                     | — | MI02 | Royalties                            | 5 | — | MI07 | Delay Rentals                  | 5   |  |
| —                                                     | — | MI03 | Overriding Royalties                 | 5 | — | MI08 | Shut-In Royalties              | 5   |  |
| —                                                     | — | MI04 | Production Payments                  |   | — | MI09 | Minimum Royalties              | 5   |  |
| —                                                     | — | MI05 | Working Interest                     | 5 |   |      |                                |     |  |
| Miscellaneous Checks and Intangible Personal Property |   |      |                                      |   |   |      |                                |     |  |
| —                                                     | — | MS01 | Wages, Payroll, and Salary           | 1 | — | MS11 | Refunds Due                    | 5   |  |
| —                                                     | — | MS02 | Commissions                          | 5 | — | MS12 | Unredeemed Gift Certificates   | 5   |  |
| —                                                     | — | MS03 | Worker's Compensation Benefits       | 5 | — | MS13 | Unclaimed Loan Collateral      | 5   |  |
| —                                                     | — | MS04 | Payment for Goods and Services       | 5 | — | MS14 | Pension & Profit Sharing Plans | 7** |  |
| —                                                     | — | MS05 | Customer Overpayments                | 5 | — | MS15 | Dissolution or Liquidation     | 1   |  |
| —                                                     | — | MS06 | Unidentified Remittances             | 5 | — | MS16 | Misc Outstanding Checks        | 5   |  |
| —                                                     | — | MS07 | Un-refunded Overcharges              | 5 | — | MS17 | Misc Intangible                | 5   |  |
| —                                                     | — | MS08 | Accounts Payable                     | 5 | — | MS18 | Suspense Liabilities           | 5   |  |
| —                                                     | — | MS09 | Credit Balance - Accounts Receivable | 5 | — | MS99 | Aggregate Misc Property        | 5   |  |
|                                                       |   | MS10 | Discounts Due                        | 5 |   |      |                                |     |  |

|                                        |   |      |                                         | Safe Deposit Boxes and Safekeeping |   |   |      |                                                                    |  |   |  |
|----------------------------------------|---|------|-----------------------------------------|------------------------------------|---|---|------|--------------------------------------------------------------------|--|---|--|
| —                                      | — | SD01 | Safe Deposit Box Contents               | 5                                  | — | — | SD03 | Other Tangible Property                                            |  | 5 |  |
| —                                      | — | SD02 | Other Safekeeping                       | 5                                  |   |   |      |                                                                    |  |   |  |
| Securities                             |   |      |                                         |                                    |   |   |      |                                                                    |  |   |  |
| —                                      | — | SC01 | Dividends                               | 3                                  | — | — | SC13 | Funds for Liquidation/Redemption of Un-surrendered Stocks or Bonds |  | 3 |  |
| —                                      | — | SC02 | Interest (Bond Coupons)                 | 3                                  |   |   |      |                                                                    |  |   |  |
| —                                      | — | SC03 | Principal Payments                      | 3                                  | — | — | SC14 | Debentures                                                         |  | 3 |  |
| —                                      | — | SC04 | Equity Payments                         | 3                                  | — | — | SC15 | US Government Securities                                           |  | 5 |  |
| —                                      | — | SC05 | Profits                                 | 3                                  | — | — | SC16 | Mutual Fund Shares                                                 |  | 3 |  |
| —                                      | — | SC06 | Funds Paid to Purchase Shares           | 3                                  | — | — | SC17 | Warrants (Rights)                                                  |  | 3 |  |
| —                                      | — | SC07 | Funds for Stocks and Bonds              | 3                                  | — | — | SC18 | Matured Bond Principal                                             |  | 3 |  |
| —                                      | — | SC08 | Shares of Stock Returned by Post Office | 3                                  | — | — | SC19 | Dividend Reinvestment Plans                                        |  | 3 |  |
| —                                      | — | SC09 | Cash for Fractional Shares              | 3                                  | — | — | SC20 | Credit Balances                                                    |  | 3 |  |
| —                                      | — | SC10 | Un-exchanged Stock of Successor Corp    | 3                                  | — | — | SC21 | Common Stock                                                       |  | 3 |  |
| —                                      | — | SC11 | Other Certificates of Ownership         | 3                                  | — | — | SC22 | Convertible Securities                                             |  | 3 |  |
| —                                      | — | SC12 | Underlying Shares or Other              | 3                                  | — | — | SC23 | Preferred Securities                                               |  | 3 |  |
|                                        |   |      | Outstanding Certificates                |                                    | — | — | SC24 | Fixed Income Securities                                            |  | 3 |  |
|                                        |   |      |                                         |                                    | — | — | SC25 | Real Estate-Based Securities                                       |  | 3 |  |
| Trust, Investment, and Escrow Accounts |   |      |                                         |                                    |   |   |      |                                                                    |  |   |  |
| —                                      | — | TR01 | Paying Agent Accounts                   | 5                                  |   | — | TR04 | Escrow Accounts                                                    |  | 5 |  |
| —                                      | — | TR02 | Undelivered or Uncashed Dividends       | 5                                  |   | — | TR05 | Trust Vouchers                                                     |  | 5 |  |
| —                                      | — | TR03 | Funds Held in Fiduciary Capacity        | 7                                  |   | — | TR99 | Aggregate Trust Property                                           |  | 5 |  |
| Uncashed Checks                        |   |      |                                         |                                    |   |   |      |                                                                    |  |   |  |
| —                                      | — | CK01 | Cashier's Checks                        | 5                                  |   | — | CK10 | Expense Checks                                                     |  | 5 |  |
| —                                      | — | CK02 | Certified Checks                        | 5                                  |   | — | CK11 | Pension Checks                                                     |  | 5 |  |
| —                                      | — | CK03 | Registered Checks                       | 5                                  |   | — | CK12 | Credit Checks or Memos                                             |  | 5 |  |
| —                                      | — | CK04 | Treasurer's Checks                      | 5                                  |   | — | CK13 | Vendor Checks                                                      |  | 5 |  |
| —                                      | — | CK05 | Drafts                                  | 5                                  |   | — | CK14 | Checks Written Off to Income                                       |  | 5 |  |
| —                                      | — | CK06 | Warrants                                | 5                                  |   | — | CK15 | Other Outstanding Official Checks                                  |  | 5 |  |
| —                                      | — | CK07 | Money Orders                            | 7                                  |   | — | CK16 | CD Interest Checks                                                 |  | 5 |  |
| —                                      | — | CK08 | Traveler's Checks                       | 15                                 |   | — | CK99 | Aggregate Uncashed Checks                                          |  | 5 |  |
| —                                      | — | CK09 | Foreign Exchange Checks                 | 5                                  |   |   |      |                                                                    |  |   |  |
| Utilities                              |   |      |                                         |                                    |   |   |      |                                                                    |  |   |  |
| —                                      | — | UT01 | Utility Deposits                        | 1                                  | — | — | UT04 | Capital Credit Distribution                                        |  | 5 |  |
| —                                      | — | UT02 | Membership Fees                         | 1                                  | — | — | UT99 | Aggregate Utility Property                                         |  | 1 |  |
|                                        |   | UT03 | Refunds or Rebates                      | 1                                  |   |   |      |                                                                    |  |   |  |

Please indicate the primary business activity of your company \_\_\_\_\_

Did you file a report of unclaimed property last year: YES \_\_\_\_\_ NO \_\_\_\_\_ If no, please explain? \_\_\_\_\_

Holder Contact: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Alternate Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Alternate Email: \_\_\_\_\_

Address: \_\_\_\_\_

I, \_\_\_\_\_, state that I have caused to be prepared and have examined this report consisting of \_\_\_\_\_ pages totaling \$ \_\_\_\_\_, \_\_\_\_\_ shares, and \_\_\_\_\_ safekeeping items as to property presumed abandoned under the Oklahoma Unclaimed Property Law for the year ending as stated, that I am duly authorized to execute this verification by the holder and by law and that I believe that said report is true, correct and complete as of said date, excepting for such property as has since ceased to be abandoned.

I state under penalty of perjury under the laws of Oklahoma that the foregoing is true and correct.

\_\_\_\_\_  
(Date and Place)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Mail reports and make checks payable to:

**Oklahoma State Treasurer  
Unclaimed Property Division  
9520 North May Avenue – Lower Level  
Oklahoma City, OK 73120  
Reporting: (405) 521-4275**