



SCOTT A. MEACHAM
OKLAHOMA STATE TREASURER

Unclaimed Property Division
Contact # (405)521-4275
December 12, 2006

Dear Unclaimed Property Holder:

On behalf of the citizens of Oklahoma, we appreciate the timely filing of your Unclaimed Property report with the Oklahoma State Treasurer (OST). The State of Oklahoma is accepting and encouraging diskette reporting. There are several reporting systems available that will create abandoned/unclaimed property reports on electronic media for submission to the OST. Resources for Holders of abandoned property can be found on the internet. The Wagers Holder Reporting Systems (HRS) is available to you at no cost (re: www.wagers.net for reporting information). The diskette reporting now being accepted must be in NAUPA standard format. The OST is currently developing a method for Holders to submit on-line reporting on our web site. The OST Unclaimed Property Division will notify you when on-line reporting is available and provide reporting detail. Information regarding Unclaimed Property reporting forms can be found on our web site at www.treasurer.ok.gov listed under Unclaimed Property/Holder Information.

*If the property is aggregate reporting such as: "Items (excluding: safe deposit box contents, stock, dividends and amounts associated with mineral interest derived from Oklahoma properties) of value less than fifty dollars (\$50.00) each type of property must be reported in the aggregate." **All reports filed must be submitted with reporting forms or an electronic file, the verification & checklist and the remittance.***

Safe Deposit Box Reporting: *A notarized listing of all contents must be sent with the initial report for safe deposit boxes that have commercial value. A copy of the notarized listing of contents must also be attached to each owner's container of contents.*

Do not report or deliver to the Oklahoma State Treasurer contents of a safe deposit box or other safe keeping repository which consist of documents or writings of a private nature which have no commercial value. Documents or writings of a private nature which have no commercial value may be sent to the Oklahoma Historical Society at the address below (Examples: life insurance policies, marriage records, birth records, death and probate records, photographs, wills, land records including deeds and abstracts, stock certificates, letters, diaries, journals, personal or business records, biographical materials found in newspapers, magazines, etc.). The Oklahoma Historical Society will review these documents for historical content, value, etc.

Contact: Oklahoma Historical Society
Attn: Chad Williams
2100 N. Lincoln Blvd.
Oklahoma City , OK 73105-4997
Phone: (405)522-5205

When to remit Safe Deposit Box Contents: Do not send safe deposit box contents with the November report. The OST Unclaimed Property Division will notify you in writing of its decision to “accept” or “reject” each of the safe deposit boxes reported. Included with your “accept/reject” letter will be a scheduled delivery date and instructions on method of shipment. All boxes “accepted” are to be sent in their entirety. All coins and cash must be sent intact. No bank check substitutions for cash or coins are permitted. A photocopy of the report is to be sent along with the “accepted” contents at remittance time. **A copy of the notarized listing of contents must also be attached to each owner’s container of contents.**

Please note that all correspondence to Unclaimed Property must be mailed to the following address:

State of Oklahoma
Office of State Treasurer
Unclaimed Property Division
4545 N. Lincoln Blvd., Suite 106
Oklahoma City , OK 73105-3413
Holder Information Phone Number: (405)521-4275
Fax Number: (405)522-0130

All remittances must be made payable to the Oklahoma State Treasurer, Unclaimed Property Division.

Instructions regarding securities: All unclaimed securities in certificate form must be sent directly to our securities custodian as follows:

CERTIFICATES MUST BE REGISTERED:

Bank of Oklahoma, N. A.
FBO: State of Oklahoma Unclaimed Property Account #71-8140-01-5
Attn: Trust Securities
6242 East 41st Street, BTC-2W
Tulsa, OK 74135
Tax ID #73-6017987

MAIL PHYSICAL CERTIFICATES TO:

Bank of Oklahoma, N.A.
ATTN: Trust Securities
FBO: State of Oklahoma Unclaimed Property Account #71-8140-01-5
P.O. Box 2180
Tulsa, OK 74101-2180

DTC ELIGIBLE SECURITIES

DTC Participant Number: 901 – The Bank of New York

Account Number: 016071 – Bank of Oklahoma, Trust

FBO: State of Oklahoma Unclaimed Property Account #71-8140-01-5

The dividends that are included on the OST Unclaimed Property report should be remitted to OST with the report. Dividends declared after the securities have been delivered to Bank of Oklahoma, N.A. should be sent to Bank of Oklahoma, N.A. Please contact Kristopher Neuhold with Bank of Oklahoma, N.A. by phone at (405)936-3926 or by fax at (405)936-3965 for further information on security delivery. A report of securities delivered to our custodian must be filed with the OST.

MUTUAL FUND & BOOK SHARE ACCOUNTS MUST BE REGISTERED AND MAILED TO:

Oklahoma Office of State Treasurer

Unclaimed Property Division

4545 N. Lincoln Blvd., Suite 106

Oklahoma City, OK 73105-3413

Tax ID: 73-6017987

Please call or write this office if you have any questions or need additional information.

Sincerely,

Oklahoma Unclaimed Property Division