

OKLAHOMA STATE TREASURER UNCLAIMED PROPERTY DIVISION REPORT OF UNCLAIMED PROPERTY VERIFICATION AND CHECKLIST

Verification for Period Ended _____, _____

Provide the name of the holder company reporting for the period indicated. List the prior name(s), F E I(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 "Yes" or "No" by each item. Each item marked "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
___	___	ACO1	Checking Accounts	5	___	___	AC06	Security Deposits	5
___	___	ACO2	Savings Accounts	5	___	___	AC07	Unidentified Deposits	5
___	___	ACO3	Matured CD or Saving Certificate	5	___	___	AC08	Suspense Accounts	5
___	___	ACO4	Christmas Club Funds	5	___	___	AC99	Aggregate Account Balances	5
___	___	ACO5	Money on Deposit to Secure Fund	5					
Uncashed Checks									
___	___	CKO1	Cashier's Checks	5	___	___	CK10	Expense Checks	5
___	___	CKO2	Certified Checks	5	___	___	CK11	Pension Checks	5
___	___	CKO3	Registered Checks	5	___	___	CK12	Credit Checks or Memos	5
___	___	CKO4	Treasurer's Checks	5	___	___	CK13	Vendor Checks	5
___	___	CKO5	Drafts	5	___	___	CK14	Checks Written Off to Income	5
___	___	CKO6	Warrants	5	___	___	CK15	Other Outstanding Official Checks	5
___	___	CKO7	Money Orders	7	___	___	CK16	CD Interest Checks	5
___	___	CKO8	Traveler's Checks	15	___	___	CK99	Aggregate Uncashed Checks	5
___	___	CKO9	Foreign Exchange Checks	5					
Securities									
___	___	SCO1	Dividends	3	___	___	SC13	Funds for Liquidation/Redemption of Un-surrendered Stocks or Bonds	3
___	___	SCO2	Interest (Bond Coupons)	3	___	___	SC14	Debentures	3
___	___	SCO3	Principal Payments	3	___	___	SC15	US Government Securities	5
___	___	SCO4	Equity Payments	3	___	___	SC16	Mutual Fund Shares	3
___	___	SCO5	Profits	3	___	___	SC17	Warrants (Rights)	3
___	___	SCO6	Funds Paid to Purchase Shares	5	___	___	SC18	Matured Bond Principal	3
___	___	SCO7	Funds for Stocks and Bonds	3	___	___	SC19	Dividend Reinvestment Plans	3
___	___	SCO8	Shares of Stock Returned by Post Office	3	___	___	SC20	Credit Balances	3
___	___	SCO9	Cash for Fractional Shares	3	___	___	SC21	Common Stock	3
___	___	SC10	Un-exchanged Stock of Successor Corp	3	___	___	SC22	Convertible Securities	3
___	___	SC11	Other Certificates of Ownership	3	___	___	SC23	Preferred Securities	3
___	___	SC12	Underlying Shares or Other Outstanding Certificates	3	___	___	SC24	Fixed Income Securities	3
					___	___	SC25	Real Estate-Based Securities	3
Utilities									
___	___	UTO1	Utility Deposits	1	___	___	UT04	Capital Credit Distribution	5
___	___	UTO2	Membership Fees	1	___	___	UT99	Aggregate Utility Property	1
___	___	UTO3	Refunds or Rebates	1					
Miscellaneous Checks and Intangible Personal Property									
___	___	MSO1	Wages, Payroll, and Salary	1	___	___	MS11	Refunds Due	5
___	___	MSO2	Commissions	1	___	___	MS12	Unredeemed Gift Certificates	5
___	___	MSO3	Worker's Compensation Benefits	5	___	___	MS13	Unclaimed Loan Collateral	5
___	___	MSO4	Payment for Goods and Services	5	___	___	MS14	Pension & Profit Sharing Plans	7**
___	___	MSO5	Customer Overpayments	5	___	___	MS15	Dissolution or Liquidation	1
___	___	MSO6	Unidentified Remittances	5	___	___	MS16	Misc Outstanding Checks	5
___	___	MSO7	Un-refunded Overcharges	5	___	___	MS17	Misc Intangible	5
___	___	MSO8	Accounts Payable	5	___	___	MS18	Suspense Liabilities	5
___	___	MSO9	Credit Balance - Accounts Receivable	5	___	___	MS99	Aggregate Misc Property	5
___	___	MS10	Discounts Due	5					

		Insurance								
Yes	No	Code	Description	Yr	Yes	No	Code	Description	Yr	
___	___	INO1	Individual Policy Benefits or Claim Payments	5	___	___	INO6	Unidentified Remittances	5	
___	___	INO2	Group Policy Benefits or Claim Payment	5	___	___	INO7	Other Amounts Due Under Policy Terms	5	
___	___	INO3	Proceeds Due Beneficiaries	5	___	___	INO8	Agent Credit Balances	5	
___	___	INO4	Proceeds from Matured Policies, Endowments, or Annuities	5	___	___	INO9	Proceeds from Demutualization	2	
___	___	INO5	Premium Refunds	5	___	___	IN10	Shares of Stock from Demutualization	2	
							IN99	Aggregate Insurance Property	5	
		Court Deposits								
___	___	CTO1	Escrow Funds	1	___	___	CT04	Suspense Accounts	1	
___	___	CTO2	Condemnation Awards	1	___	___	CT05	Other Court Deposits	1	
___	___	CTO3	Missing Heirs' Funds	1	___	___	CT99	Aggregate Court Deposits	1	
		Mineral Proceeds and Mineral Interests								
___	___	MIO1	Net Revenue Interest	5	___	___	MI06	Bonuses	5	
___	___	MIO2	Royalties	5	___	___	MI07	Delay Rentals	5	
___	___	MIO3	Overriding Royalties	5	___	___	MI08	Shut-In Royalties	5	
___	___	MIO4	Production Payments	5	___	___	MI09	Minimum Royalties	5	
___	___	MIO5	Working Interest	5	___	___				
		Trust, Investment, and Escrow Accounts								
___	___	TRO1	Paying Agent Accounts	5	___	___	TR04	Escrow Accounts	5	
___	___	TRO2	Undelivered or Uncashed Dividends	5	___	___	TR05	Trust Vouchers	5	
___	___	TRO3	Funds Held in Fiduciary Capacity	7	___	___	TR99	Aggregate Trust Property	5	
		Safe Deposit Boxes and Safekeeping								
___	___	SDO1	Safe Deposit Box Contents	5	___	___	SD03	Other Tangible Property	5	
___	___	SDO2	Other Safekeeping	5	___	___				

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

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: _____

Contact Person: _____ Telephone Number: _____

* Please include contact information for both report and claim situations (if separate).

Address: _____

State of _____:

County of _____: SS

I, _____, being first duly sworn, on oath depose and 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.

Signature _____

Title _____

Subscribed and sworn to before this _____ day of _____, _____.

Notary Signature: _____

My Commission Expires the _____ day of _____, _____.

Mail reports and make checks payable to:
Oklahoma State Treasurer
Unclaimed Property Division
4545 North Lincoln, Suite 106
Oklahoma City, Oklahoma 73105-3413
Claims & Reporting: (405) 521-4273