

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

Verification for Period Ended _____, _____

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

Yes		No								
Yr		Yr		Code	Description	Yr		Code	Description	
Account Balances Due										
___	___	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
___	___	IN05	Premium Refunds	5		___	___	IN10	Shares of Stock from Demutualization	2
						___	___	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.**

Yes		No								
Yr		Yr		Code	Description	Yr		Code	Description	
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
___ ___	SD02	Other Safekeeping	5
Securities			
___ ___	SC01	Dividends	3
___ ___	SC02	Interest (Bond Coupons)	3
___ ___	SC03	Principal Payments	3
___ ___	SC04	Equity Payments	3
___ ___	SC05	Profits	3
___ ___	SC06	Funds Paid to Purchase Shares	3
___ ___	SC07	Funds for Stocks and Bonds	3
___ ___	SC08	Shares of Stock Returned by Post Office	3
___ ___	SC09	Cash for Fractional Shares	3
___ ___	SC10	Un-exchanged Stock of Successor Corp	3
___ ___	SC11	Other Certificates of Ownership	3
___ ___	SC12	Underlying Shares or Other Outstanding Certificates	3
Trust, Investment, and Escrow Accounts			
___ ___	TR01	Paying Agent Accounts	5
___ ___	TR02	Undelivered or Uncashed Dividends	5
___ ___	TR03	Funds Held in Fiduciary Capacity	7
Uncashed Checks			
___ ___	CK01	Cashier's Checks	5
___ ___	CK02	Certified Checks	5
___ ___	CK03	Registered Checks	5
___ ___	CK04	Treasurer's Checks	5
___ ___	CK05	Drafts	5
___ ___	CK06	Warrants	5
___ ___	CK07	Money Orders	7
___ ___	CK08	Traveler's Checks	15
___ ___	CK09	Foreign Exchange Checks	5
Utilities			
___ ___	UT01	Utility Deposits	1
___ ___	UT02	Membership Fees	1
___ ___	UT03	Refunds or Rebates	1
___ ___	SD03	Other Tangible Property	5
___ ___	SC13	Funds for Liquidation/Redemption of Un-surrendered Stocks or Bonds	3
___ ___	SC14	Debentures	3
___ ___	SC15	US Government Securities	5
___ ___	SC16	Mutual Fund Shares	3
___ ___	SC17	Warrants (Rights)	3
___ ___	SC18	Matured Bond Principal	3
___ ___	SC19	Dividend Reinvestment Plans	3
___ ___	SC20	Credit Balances	3
___ ___	SC21	Common Stock	3
___ ___	SC22	Convertible Securities	3
___ ___	SC23	Preferred Securities	3
___ ___	SC24	Fixed Income Securities	3
___ ___	SC25	Real Estate-Based Securities	3
___ ___	TR04	Escrow Accounts	5
___ ___	TR05	Trust Vouchers	5
___ ___	TR99	Aggregate Trust Property	5
___ ___	CK10	Expense Checks	5
___ ___	CK11	Pension Checks	5
___ ___	CK12	Credit Checks or Memos	5
___ ___	CK13	Vendor Checks	5
___ ___	CK14	Checks Written Off to Income	5
___ ___	CK15	Other Outstanding Official Checks	5
___ ___	CK16	CD Interest Checks	5
___ ___	CK99	Aggregate Uncashed Checks	5
___ ___	UT04	Capital Credit Distribution	5
___ ___	UT99	Aggregate Utility Property	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: _____

Claim Person: _____ Telephone Number: _____

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
2300 N Lincoln Blvd., Rm. 217
Oklahoma City, Oklahoma 73105-4895
Reporting: (405) 521-4275