



Allen County Auditor's Office
Attn: Unclaimed Funds Department
 301 N. Main St.
 Lima, OH 45801
 E: allenauditor@allencountyohio.com
 P: 419-228-3700 x 8800

This form must be filled out in its entirety for a proof of claim; failure to do so will delay processing of the claim. Claims are usually processed within 30 business days upon receipt of the proper identification. Be sure to read the instructions on page 2.

UNCLAIMED FUNDS APPLICATION

Claimant Name					
Address 1					
Address 2					
City State Zip					
Phone		SSN or FEIN		Date of Birth	
Did you use a paid professional finder		Yes No		Finders Name*	
Are you the original owner		Yes No		Relationship to owner	
Reason for claiming funds on behalf of owner:					
I am claiming a warrant from the following department:					
Date of warrant		Amount of warrant			
Describe reason warrant was not received or cashed:					

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC

Under penalties of perjury, I certify that the information provided on this claim form is true and correct and all supporting documents presented are original or true unaltered copies of the original documents. I also certify that I have a legal equitable interest in the Unclaimed Funds and will indemnify and save harmless Allen County, Ohio and its employees from any damages, claims or losses of any kind resulting from payment of the above described funds to claimant.

Claimant's Signature _____ Date _____

Print Name of Claimant _____

Co-Claimant Signature _____

Print Name of Co-Claimant _____

Sworn to and subscribed before me the _____ Day of _____ Year _____

Notary Signature _____

State of _____ County of _____

NOTARY SEAL

Auditor's Use Only			
<i>Verification:</i>			
Original Warrant Number		Warrant Reissue Date	
Warrant Amount		Reissue Warrant Number	
Original Issue Date		Org/Obj	
Form Notarized		Name of Employee reissuing	
Proper Documentation		warrant	

Rachael S. Gilroy, Allen County Auditor

- 1 Personal Identification**-required on all claims. ID may include driver's license, state ID, and passport.
- 2 Proof of Reported Address** - Utility bill, bank statement, tax records, mortgage/rent records, post marked envelope
- 3 Proof of Business Relationship** - with reporting department of Allen County
- 4 Original Claim Form, signed and notarized. If property is a joint account both owners must sign claim form**
- 5 Find your claim in the listing below, and provide additional documents specified, if any**
- 6 YOU DO NOT NEED TO USE A PROFESSIONAL FINDER**

UNCLAIMED FUNDS INSTRUCTIONS

Original Owner	Trusts	Business Owners (cont.)	Professional Finders
<p>* Personal ID</p> <p>* Proof of Reported Address</p> <p>* W-9, if an Attorney</p> <p>* Proof of Mortgage, if applicable</p> <p>Joint Owners</p> <p>*Signature of joint owners on claim form, or proof of joint owner's death (death cert.)</p> <p>*Proof of survivorship rights</p> <p>NOTE: You may be required to provide a court order from Probate Court</p> <p>Heir, Fiduciary of Deceased</p> <p>*Court Order from Probate Ct</p> <p>Ex Spouse</p> <p>*Divorce records must specify your right to funds</p> <p>Custodian or Guardian</p> <p>*Proper documentation from court to show a guardianship or custodial relationship</p>	<p>*Original, notarized Certificate of Trust signed by the trustee and meeting all requirements of ORC 5810.13</p> <p>Business Owners</p> <p>*Business FEIN</p> <p>*If original business is different than current, must show relationship to reported owner (subsidiary, merger, name change)</p> <p>*Person signing claim form must provide Proof of Authority to claim funds on behalf of company, such as a corporate resolution or affidavit from a senior officer as well as verification of the position of both individuals (letterhead or business cards are not acceptable proof)</p> <p>*If business has ceased to exist, provide dissolution agreement or other legal records showing the distribution</p>	<p>*If business is in bankruptcy or receivership, provide a certified copy of the appt of trustee or receiver</p> <p>If you are not the owner</p> <p>*You must show the account belonged to the owner</p> <p>*You must prove you are the rightful recipient of the funds</p> <p>Additional Information</p> <p>*Notaries can be found in the Allen County Treasurer & Auditor Office in the Allen County Courthouse.</p> <p>*The Allen County Auditor Office will not charge a fee to process a claim</p> <p>*No Interest is paid on any account</p> <p>*Allen County reserves the right to request additional evidence on all claims</p>	<p>*Must submit signed contract or Power of Attorney</p> <p>NOTE: Check will be issued and mailed to professional finder.</p> <p style="text-align: center;">Mail Applications To</p> <p style="text-align: center;">Rachael S. Gilroy, Allen County Auditor Attn: Unclaimed Funds 301 N. Main St. Lima, OH 45801</p>