

# Wharton County Treasurer

## Unclaimed Property

Local Government Code, Section 116.120, authorizes a charge of \$25 plus costs to research abandoned property written by County Treasurer: Resolution #11-34., October 24, 2011.

### Instruction for Completing Claim Form

#### A. REPORTED PROPERTY INFORMATION

1. Print the Property ID of the property being claimed.
2. through 6. Print the original property owner's name, address and property information as listed on the web page.

#### B. CLAIMANT INFORMATIONS

1. through 5. Print your name and current mailing address. For additional claimants attach names and addresses to the claim form. NOTE: checks must have a Post Office Box number and a physical address of applicant in 2. mailing address.
6. Print your daytime or message phone number.
7. If you are a company, print your federal tax ID number. If you are an individual(s), print your social security number. This information is required to issue a county check and/or transfer securities into your name.
8. Check whether or not you are the original owner.
9. Provide your relationship to the original owner if your response to #8 was no.

#### C. PROOF OF OWNERSHIP

##### PROOF OF IDENTITY

##### Filing as an Original Owner

Provide a photocopy of your current driver's license or a clear copy of other legal photo identification. If your name has changed then provide proof of the change. Provide a photocopy of your Social Security card or a document with your Social Security number on it. *All data submitted on this form is considered public except your social security number. Providing your social security number with this claim is mandatory. without it, your claim will be denied.* We require proof of identity from all claimants. We are unable to pay claims based on name similarity alone; sufficient proof is required.

##### Filing with Multiple Owners

Proof of identity must be provided for each person filing the claim. See the section above, "Filing as an Original Owner," for each person's proof requirements.

##### Filing as an Heir if the Owner is deceased

Provide a copy of the certified Death Certificate AND ONE of the following:

- A copy of the certified owner's Will, or
- A copy of the certified Letters of Administration, or
- A copy of the certified Letters of Testamentary.

##### Filing on Behalf of a Living Owner

Provide a copy of the certified Power of Attorney showing your authority to file on their behalf. If the owner is a minor, provide a copy of the birth certificate.

##### Filing on behalf of a Business

Provide proof of authority to file this claim. A copy of a business license or letterhead showing the address reported to our office and a copy of articles of Incorporation must also be provided.

##### PROOF OF ADDRESS

Provide documentation showing the original address printed in **Box a3**. If the address is *Unknown*, you must prove a business relationship with the company that reported the property to the County. Below are examples to help prove the address or business relationship:

- Auto registration
- College Transcript
- Marriage Certificate
- Utility Statement
- Bank Statement
- Court Document
- Medical Card
- Insurance Policy
- Birth Certificate
- Expired Driver's License or ID Card
- Divorce Decree
- Stock Certificate
- Canceled Check
- Report Card
- Pay Stub
- Postmarked Enveloped Addressed to You
- W-2

If you cannot provide documentation as requested, please attach a letter explaining why you are entitled to this property or any special circumstances that may apply to this claim.

#### D. AFFIDAVIT

This section must provide the claimant's legally notarized signature, which will serve as verification of the information provided on this form.

**Your claim will be processed in 90 days. If you haven't heard from us after 90 days, please contact us at:**

[.gertson@co.wharton.tx.us](mailto:.gertson@co.wharton.tx.us).