

URGENT: ACTION REQUIRED REGARDING YOUR PROPERTY

Date: [Current Date]

[Account Holder Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Subject: Notice of Unclaimed Property

Dear [Account Holder Name],

Our records indicate that we are holding the following property in your name:

- **Account Number:** [Account Number]
- **Property Type:** [Type of Asset/Funds]
- **Amount/Value:** [Amount]
- **Last Activity Date:** [Date]

State law requires us to transfer "unclaimed property" to the State Treasury if there has been no owner-generated activity or contact for a specific period of time. Our records show that your account has been inactive and is currently subject to this transfer (escheatment).

To prevent your property from being turned over to the State of [State Name], please take one of the following actions by **[Deadline Date]**:

1. Sign and return this letter to the address listed below.
2. Log in to your account at [Website URL] and perform a transaction.
3. Contact us by phone at [Phone Number] to verify your identity and account status.

If we do not hear from you by the deadline above, we are required by law to remit these funds to the State. After that time, you will need to file a claim directly with the State Unclaimed Property Division to recover your assets.

Owner Acknowledgment:

I wish to keep my account active. Please do not transfer my funds to the State.

Signature of Owner

Date

Please return this form to:

[Company Name]
[Department Name]
[Mailing Address]
[City, State, Zip Code]

Sincerely,

[Company Name]