

URGENT: FINAL NOTICE REGARDING SAFE DEPOSIT BOX CONTENTS

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Address: [Insert Customer Address]

City, State, Zip: [Insert City, State, Zip]

Re: Safe Deposit Box Number: [Insert Box Number]

Dear [Insert Customer Name],

Our records indicate that the rental fees for your safe deposit box at [Insert Bank Name] are significantly past due, and there has been no activity on this account for [Insert Number] years.

Under [Insert State] State law, property contained in a safe deposit box is considered abandoned if the box remains inactive and the rent remains unpaid for a specific period of time. This process is known as "escheatment."

Action Required to Prevent Escheatment:

To prevent your box from being drilled and the contents transferred to the State Treasurer's Office, you must take the following actions by [Insert Deadline Date]:

- Pay the outstanding balance of \$[Insert Amount].
- Contact us to confirm your intent to keep the box, or visit the branch to close the box and retrieve your property.

If we do not hear from you by [Insert Deadline Date], we are required by law to drill the box. Any contents found will be inventoried and turned over to the State of [Insert State]. Once property is escheated to the state, you will be required to file a claim with the State Unclaimed Property Division to recover it.

Please contact us immediately at [Insert Phone Number] or visit our branch located at [Insert Branch Address] to resolve this matter.

Sincerely,

[Insert Name/Department]

[Insert Bank Name]