

[Date]

[Customer Name]

[Street Address]

[City, State, Zip Code]

Subject: NOTICE OF INACTIVE ACCOUNT AND PENDING ESCHEATMENT

Dear [Customer Name],

Our records indicate that your checking account ending in [Last 4 Digits of Account Number] has been inactive for a period of [Number] months/years. Under state law, accounts that remain inactive for an extended period are considered unclaimed property.

If we do not receive a response from you by [Deadline Date], we are required by law to close the account and transfer the remaining balance of \$[Balance Amount] to the State Treasurer's Office (Escheatment).

To keep your account active and prevent these funds from being turned over to the state, please perform one of the following actions before the deadline:

- Make a deposit or withdrawal through an ATM or branch location.
- Log in to your online banking portal and perform a transfer.
- Sign, date, and return this letter to us in the enclosed envelope.

Once the funds are transferred to the state, you will need to file a claim directly with the [State Name] Unclaimed Property Division to recover your money.

If you have any questions, please contact our customer service department at [Phone Number] or visit your local branch.

Sincerely,

[Bank Name]

[Department Name]

[Bank Contact Information]

Acknowledgment of Ownership:

I wish to keep my account active. My signature below confirms my interest in the account listed above.

Signature: _____ Date: _____