

## URGENT: ACTION REQUIRED REGARDING YOUR UNCLAIMED PROPERTY

[Date]

[Recipient Name]  
[Address Line 1]  
[Address Line 2]  
[City, State, Zip Code]

Re: Notice of Inactive Account - [Account Number/Reference Number]

Dear [Recipient Name],

Our records indicate that there has been no activity on your account listed above for an extended period. Under state law, financial assets that remain inactive for a specific timeframe are considered "abandoned" and must be transferred to the State Treasury. This process is known as escheatment.

### Property Details:

- **Account Type:** [Type of Asset]
- **Last Activity Date:** [Date]
- **Approximate Value:** \$[Amount]

To prevent these funds from being turned over to the state, you must take action by **[Deadline Date]**. To keep your account active, please perform one of the following:

1. Sign and return the enclosed "Claim of Ownership" form.
2. Log in to your online account at [Website URL].
3. Contact our customer service department at [Phone Number].

If we do not receive a response from you by the deadline mentioned above, we are required by law to remit these funds to the [State Name] Unclaimed Property Division. Once transferred, you will be required to file a claim directly with the state to recover your funds.

If you have already taken action to update this account, please disregard this notice.

Sincerely,

[Sender Name/Department]  
[Company Name]  
[Phone Number]  
[Email Address]