Virginia Unclaimed Property Inquiry Form

Please be sure to include all requested information. During this period of high volume, response time may be 6 to 8 weeks from date of receipt of this form. TO AVOID DUPLICATION, PLEASE RESPOND ONLY ONCE by fax or by mail.

PLEASE COMPLETE THE REQUESTED INFORMATION:

ADVERTISED ACCOUNT #_____ IS THIS PERSON DECEASED? _____

NAME _____SOCIAL SECURITY #_____-____-_____

SPOUSE'S NAME _____ SOCIAL SECURITY # _____-____-_____

CURRENT ADDRESS _____

CITY _____STATE_____ ZIP CODE: _____

HOME PHONE# (_____)–_____ DAYTIME PHONE # (_____)-_____

E-MAIL ADDRESS _____

PREVIOUS ADDRESSES (Including city, state and zip code):

_____

_____

IF YOU ARE RESPONDING FOR SOMEONE ELSE, PLEASE COMPLETE THE FOLLOWING:

YOUR NAME _____ DAYTIME TELEPHONE #(_____)-_____

ADDRESS _____

CITY _____STATE:_____ ZIP CODE: _____

RELATIONSHIP TO INQUIRY NAME-_____

Property becomes unclaimed when there is no activity by the owner for a time period specified in the *Code of Virginia*. This property may include funds from dormant checking and savings accounts, unpaid wages and commissions, stocks, mutual funds, certificates, contents from safe deposit boxes, cash dividends, credit balances, money orders, utility deposits, refunds and other types of property. Real Property (land and buildings) is not included. Businesses are required to make attempts to locate owners; however, if the business cannot locate the owner, it is required to report the unclaimed property to the Commonwealth. Thereafter, owners contact this Division to claim their property.

THERE IS NO TIME LIMIT PLACED ON CLAIMING YOUR PROPERTY AND THERE IS NO FEE

Send the completed form to: Department of the Treasury, Division of Unclaimed Property, PO Box 2478, Richmond, Virginia 23218. Fax #: (804) 692-0576