

Unclaimed Property Inquiry

Issued under authority of Public Act 29 of 1995.

Read the instructions on page 2 before completing this form.

PART 1: CLAIMANT/PROPERTY OWNER INFORMATION		
Property Owner's Name as it Appears on Unclaimed Property Web Search	Property Owner's Social Security or Federal Employer Identification Number	
Claimant Name	Relationship to Property Owner	Claimant's Social Security or Federal Employer Identification Number (if different)
Current Address (Number and Street)		Property Number(s)
City, State, ZIP code		Daytime Telephone Number
PART 2: FORMER ADDRESSES. List all former Michigan addresses used by the property owner.		
Street Address (including P.O. Box)	City, State, ZIP Code	
PART 3: DECEASED PROPERTY OWNER. Refer to instructions for list of required documentation.		
1. Did the Decedent have a Will? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Did the Decedent have a Trust? <input type="checkbox"/> Yes <input type="checkbox"/> No Is the Trust open? <input type="checkbox"/> Yes <input type="checkbox"/> No 3. Did the Decedent have a Probated Estate? <input type="checkbox"/> Yes <input type="checkbox"/> No Is Probated Estate open? <input type="checkbox"/> Yes <input type="checkbox"/> No		
PART 4: CLAIMANT CERTIFICATION		
Under penalties of perjury, I certify that the information provided on this inquiry form is true to the best of my knowledge. Upon payment of this claim, said claimant will indemnify and hold harmless the State of Michigan, officers and employees from any damages, claims or losses of any kind resulting in payment of the property being claimed.		
SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20 _____ _____ NOTARY PUBLIC COUNTY, STATE MY COMMISSION EXPIRES _____	SIGNATURES OF CLAIMANTS _____ _____ _____	

Return completed form along with a **copy of a picture identification, social security card, and required documentation** (see page 2) to:

Michigan Department of Treasury
Unclaimed Property
P.O. Box 30756
Lansing, MI 48909

www.michigan.gov/unclaimedproperty

Any additional properties that may belong to you will be added to your claim.

Allow 120 days for processing.

Office Use Only

Approvals:	1. _____	2. _____	3. _____	4. _____	5. _____
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Instructions for Form 3433, Unclaimed Property Inquiry

FORM INSTRUCTIONS

Part 1. Complete applicable fields.

Part 2. List all former Michigan addresses used by the property owner, including P.O. Boxes.

Part 3. If property owner is deceased, answer all questions and provide required documentation.

Part 4. Sign in front of a Notary Public and have form notarized.

REQUIRED DOCUMENTATION

Individual Property Owner

Submit copies of the following documents (**originals will not be returned**):

- Picture ID (driver's license or identification card)
- Social security card
- If your name differs from how it appears on the Unclaimed Property Web site, submit legal documentation supporting the name change (e.g. marriage certificate, adoption papers, divorce decree, etc.).

Claimant Other Than Property Owner

Submit copies of the following documents:

Parent on Behalf of a Minor

- Parent's picture ID (driver's license or identification card)
- The minor child's birth certificate and social security card.

Guardian, Conservator, Trustee or Legal Representative

- Claimant's picture ID and social security card
- Property owner's picture ID and social security card
- Court documents or other signed legal documents giving you authority to act on the property owner's behalf.

Deceased Property Owner

All questions in Part 3 must be answered in order to process your inquiry. All claims on behalf of deceased owners must include the following documentation (**originals will not be returned**):

- Copy of Death Certificate
- Proof of your relationship to decedent (obituary, birth certificate, marriage license)

Documentation required:

1. Did decedent have a Will?

If yes, provide copy of Will.

2. Did decedent have a Trust?

If yes, provide a copy of the Trust.

Is the Trust open?

If yes, the Trustee is entitled to claim the property on behalf of the Trust, the Trustee will need to complete this form.

3. If the decedent had a Probated Estate

Provide the following:

- If **open**, send a current copy (dated within last 12 months) of your Letters of Authority issued by the probate court certifying your appointment.
- If **closed**, send a copy of the *Schedule of Distributions and Payment of Claims Form*, and a list of current addresses of all heirs.

Business Property Owner

Submit copies of the following documents:

- Business card
- Articles of Incorporation or DBA showing ownership of the business and name changes.
- List of subsidiaries that entity can claim on behalf of.
- Documentation showing authorization for you to act on behalf of the business entity shown as the original property owner.

Closed (But Not Sold) Entities

- Final Federal tax return filed including Schedule C

Sold Entities

- Buy/sell agreement showing who owned the accounts receivable at the close of sale.

Dissolved Entities

- Dissolution papers and/or the automatic dissolution papers and a copy of the final corporate Federal tax return, including Schedule K.
- List of current addresses of all shareholders.

You may also be required to complete a formal claim form and provide additional documentation.

Allow 120 days for processing from the date form was mailed.