

## INFORMATION TO HELP YOU FILE YOUR CLAIM

### \* EXAMPLES OF UNCLAIMED FUNDS HELD BY THE COUNTY AUDITOR:

- Vendor Payments
- Lost Heir Accounts
- Restitution Payments
- Jury/Witness Fees
- Money Collected by Sheriff's Office

### 1) EXAMPLES OF PROOF OF CLAIM

All claims must have a clear photocopy of the owner's Social Security card, driver's license or State of Ohio ID. Submit the original check (s), IF AVAILABLE. If the owner is a business, a copy of a document showing the company name and Tax ID is required along with documentation proving the individual signing the form is an authorized agent of said business. A claim form has been included with this information. Please complete this form in full.

### 2) IF I AM NOT THE OWNER, OR THE OWNER IS DECEASED, HOW DO I PROVE THE CLAIM?

First, you must show that the account belonged to the owner (see #1 proof of claim). Second, you must prove that you are the rightful recipient of the funds, and you are legally entitled to claim these funds for the owner. You must also file an application with the Pickaway County Probate Division for the approval to release the funds if an estate is involved. If the owner is incapacitated, proper documentation from the Court to show a guardianship, custodial, or Power of Attorney relationship, and a court order, or permission from the guardian or custodian is required.

*If the owner is deceased*, a copy of the death certificate and letter of authority naming the executor of the estate is required. We will not pay a claim based solely upon a will or death certificate. If a paid professional finder is claiming the funds, a Power of Attorney signed by the executor is also required. Additionally, prior to making a third party distribution, an application must be filed with the Pickaway County Probate Division for the approval to release funds to a third party, per Ohio Revised Code 2109.361.

**NOTE:** The Pickaway County Auditor's Office reserves the right to directly contact the owner to confirm a Power of Attorney.

### 3) WILL I BE ENTITLED TO INTEREST?

No interest is paid on any account.

### 4) WILL I BE CHARGED A FEE?

The Pickaway County Auditor's Office does not charge a fee to process a claim. If you have contracted with a professional finder refer to your contract for information about their fees and charges.

### 5) WHERE CAN I FIND A NOTARY?

A Notary Public can be found at your local bank, city and county offices, police and sheriff departments, and most attorney's offices.

### 6) HOW LONG WILL IT TAKE TO GET MY FUNDS?

Once the claim form is received in our office along with all required paperwork, processing usually takes 30 business days.

### 7) WHAT IS A PROFESSIONAL FINDER?

A professional finder is someone who is in the business of trying to find owners of Unclaimed Funds. *You do not have to use a professional finder to file a claim.*

### 8) IF I USE A PROFESSIONAL FINDER TO CLAIM MY FUNDS, WHERE WILL THE CHECK BE MAILED?

The check is issued in the names of both the professional finder and the owner of the funds. The check is then mailed to the professional finder. The Pickaway County Auditor's Office does not hire professional finders or any other third party to help locate the owner of Unclaimed Funds.

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§ 9.39 Liability for public moneys received; unclaimed funds.

#### Text of Statute

All public officials are liable for all public money reviewed or collected by them or by their subordinates under color of office. All money received or collected by a public official under color of office and otherwise paid out according to law shall be paid into the treasury of the public office with which he is connected to the credit of a trust fund and shall be retained there until claimed by its lawful owner. If not claimed within a period of five years, the money shall revert to the general fund of the public office. (Effective 7-1-85).