



Vermont State Treasurer's Office | Unclaimed Property Division
 109 State St., 4th Floor • Montpelier, VT 05609-6200 • Phone: 802-828-2407 • Fax: 802-828-2884
UNCLAIMED PROPERTY ANNUAL COMPLIANCE REPORT COVER SHEET

(Remittance **MUST** Accompany Report)
Form Completion HELP – Ref Page 26 & 27 of Holder Reporting Manual

Submission Date:	HOLDER NAME:
------------------	---------------------

REPORT DUE DATE: MAY 1, 20	REPORT TIME PERIOD: 1/1/20 to 12/31/20
-----------------------------------	--

Federal ID Number:	Contact Person:	Title:
--------------------	-----------------	--------

1. Address:	Email Address:
-------------	----------------

City:	Telephone:
-------	------------

State:	Zip:	State of Incorporation:	Date of Incorporation:
--------	------	-------------------------	------------------------

Characteristic Applicable to your Business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Total Assets	<input type="checkbox"/> Premiums Written	<input type="checkbox"/> Yearly Deposits	<input type="checkbox"/> Sales/Gross Receipts	
Range (Millions)	<input type="checkbox"/> \$ 0 – 10	<input type="checkbox"/> \$ 11 - 25	<input type="checkbox"/> \$ 26 - 50	<input type="checkbox"/> \$ 51 – 100	<input type="checkbox"/> \$ 101+
Employees	<input type="checkbox"/> 1 – 20	<input type="checkbox"/> 21 – 50	<input type="checkbox"/> 51 – 100	<input type="checkbox"/> 101 – 250	<input type="checkbox"/> 251 – 500
			<input type="checkbox"/> 501 – 900	<input type="checkbox"/> 901 +	

2. Did you file a report of unclaimed property last year? Yes No
 If "No", please explain _____

2A. Did you file negative unclaimed property report last year? Yes No

3. Summary and classification of property reported/remitted on the following attached sheets: Total

A. Accounts under \$25(_____ # OF ACCOUNTS WITHIN AGGREGATE TOTAL).....	\$ _____
B. Accounts over \$25 when owner name is unknown.....	\$ _____
C. Accounts over \$25 when owner name is known	\$ _____

SAFE DEPOSIT BOX DETAILS
Estimated Delivery Date _____
Number of Boxes to be Delivered _____

TOTAL FINANCIAL PROPERTY REMITTED (all accounts) \$ _____

D. SHARE(S) REMITTED TOTAL _____

Affidavit of Due Diligence
 The undersigned (print name) _____ declares that the Due Diligence mailing has been performed in accordance with §1501 V.S.A. Title 27, Chapter 18 on (**indicate number of mailed letters**) _____ accounts.

Name of Previous Holder: If a successor to a previous holder of the property, or if your business name changed, list prior holder here:
 Name _____ Address _____

The undersigned, (print name) _____, being duly sworn on oath, deposes and says he/she has caused to be prepared and has examined this report of _____ pages, totaling \$ _____, as to property presumed abandoned under the Vermont Statutes Annotated, Title 27, Chapter 14, for the year ending as stated; and, that he/she, acting as duly authorized representative of _____ declares, in accordance with Title 13, Chapter 67, Section 3016 'False Claims', that, to the best of his/her knowledge and belief, said report is a true and complete statement of all abandoned property held or owing by the HOLDER at the close of business on this date, except such items as have since said date ceased to be abandoned.

Print Name: _____ Signature _____ Title _____

Subscribed and sworn before me this _____ day of _____, in the year of _____.

NOTARY: _____ My commission expires: _____.

Make check payable and mail to: Vermont State Treasurer's Office
109 State St., 4th Floor | Montpelier VT 05609-6200

<i>FOR UNCLAIMED PROPERTY DEPARTMENT USE ONLY</i>				
Holder ID/Year/Suffix	Check Amount	Deposit Date	Balanced By	HOLDER LABEL



UNCLAIMED PROPERTY ANNUAL COMPLIANCE REPORT Verification Check List

Holder Name: _____ **Verification for the Period Ended:** _____

Every person, corporation or other business association, banking or financial organization, life insurance corporation, utility, court, or public authority must complete the following check list before filing its Vermont Annual Report of Unclaimed Property. This checklist includes by way of illustration, but not limitation, those items, which are covered by Chapter 18, Title 27 of the Vermont Statutes. All of the following types of property, with the exception of travelers checks and money orders, must be reported if they have remained unclaimed for one or more years. Travelers checks should be held fifteen (15) years and money orders seven (7) years. Please complete the checklist by checking the box next to each applicable item. Each checked item must be accounted for on the detail of the Annual Report of Unclaimed Property.

ACCOUNT BALANCES

- A. Checking accounts
- B. Savings accounts
- C. Matured certificates of deposit or savings certificates
- D. Christmas Club accounts
- E. Money on deposit to secure funds
- F. Security deposits
- G. Unidentified deposits
- H. Suspense accounts
- I. Any sum owing to a shareholder, certificate holder, member, bond holder or other security holder, or participating member of a cooperative, such as:
 - 1. dividends
 - 2. interest
 - 3. principal payments
 - 4. equity payments
 - 5. profits
 - 6. other distributions
- J. Escrow funds

TRUST, INVESTMENT AND ESCROW ACCOUNTS

- A. Paying agent accounts
- B. Unclaimed dividends
- C. Funds held in a fiduciary capacity
- D. Funds paid toward the purchase of shares, or interest in a financial or business organization
- E. Funds received for redemption of stocks and bonds
- F. Stocks
- G. Bonds
- H. Any other certificates of ownership
- I. Suspense liabilities

UTILITIES

- A. Utility deposits
- B. Membership fees
- C. Refunds or rebates

COURT DEPOSITS

- A. Escrow funds
- B. Condemnation awards
- C. Missing heirs funds
- D. Suspense accounts
- E. Victim's restitution
- F. Any other type of deposit made with a court or public authority

TANGIBLE PROPERTY

- A. Contents of safe deposit boxes
- B. Contents of any other safekeeping repository
- C. Other tangible property

MISCELLANEOUS CHECKS AND INTANGIBLE PERSONAL PROPERTY HELD IN THE ORDINARY COURSE OF BUSINESS

- A. Wages, payroll or salary
- B. Commissions
- C. Expense checks
- D. Worker's Compensation benefits
- E. Pension checks
- F. Credit checks or memos
- G. Payments for goods and services
- H. Customer overpayments
- I. Unidentified remittance
- J. Unrefunded overcharges
- K. Accounts payable
- L. Credit balances - accounts receivable
- M. Discounts due
- N. Refunds
- O. Unredeemed gift certificates
- P. Vendor checks
- Q. Mineral proceeds
- R. Royalties
- S. Any other miscellaneous outstanding checks
- T. Any checks that have been written off to income or surplus
- U. Any other miscellaneous intangible personal property

OFFICIAL CHECKS

- A. Certified checks
- B. Cashier's checks
- C. Registered checks
- D. Treasurer's checks
- E. Drafts
- F. Warrants
- G. Money orders
- H. Travelers checks
- I. Foreign exchange
- J. Any other official checks or exchange items

DISSOLUTIONS

- All property distributable in the course of voluntary or involuntary dissolution or liquidation which is unclaimed within one year after the date for final distribution is presumed abandoned.

INSURANCE

- A. Amounts due and payable under terms of insurance policies
- B. Claim payments
- C. Drafts not presented for payment
- D. Matured whole life, term or endowment insurance policies or annuity or supplementary contracts
- E. Other amounts due under policy terms