

Unclaimed Property Notification

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

City, State, Zip: [Recipient's City, State, Zip]

Dear [Recipient's Name],

We are writing to inform you that our records indicate that you may have unclaimed property held by [State Agency Name]. This notification is part of our commitment to keep you informed about your rights regarding unclaimed assets.

The unclaimed property may include:

- Bank accounts
- Uncashed checks
- Insurance proceeds
- Safe deposit box contents
- Other financial assets

To claim your property, please visit our website at [Insert Website URL] or contact us at [Insert Phone Number] for further assistance. It is important to respond promptly to ensure you receive your property in a timely manner.

If you believe this information is incorrect or if you have any questions, please do not hesitate to reach out to us. We are here to assist you.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[State Agency Name]

[Contact Information]