



OUF-1A Unclaimed Funds Reporting Form Instructions

This form provides information about the company reporting unclaimed funds.

If the company has a mailing label that is accurate:

- Remove the mailing label from the front of the postcard titled, "Important Information for Unclaimed Funds Filers" that was sent to the company and affix in the upper-left-hand box, as indicated.
- Enter the contact phone number, contact fax number, state of incorporation and year incorporated in the space provided. The contact person should be the individual who would be able to answer any questions concerning the report.

If the company does not have a mailing label or the label is incorrect:

- Enter the company's name and physical address information, mailing address (if different than the physical address), Federal Employer Identification Number (FEIN) or Social Security number (SSN), contact person, contact phone number, contact fax number, state of incorporation, and year incorporated in the space provided. The contact person should be the individual who would be able to answer any questions concerning the report.

Report Year:

- For all non-life insurance companies, the report year for unclaimed funds reports due by Nov. 1 is the four-digit calendar year of the preceding June 30 cut-off used to identify dormant accounts. For example, if the report is due Nov. 1, 2021, then the cutoff period is June 30, 2021. The reporting year would be 2021.
- For life insurance companies, the report year for unclaimed funds reports due by May 1 is the four-digit calendar year of the preceding Dec. 31 cut-off used to identify dormant accounts. For example, life insurance companies would have a cut-off date of Dec. 31, 2021, with a filing date of May 1, 2022. The reporting year would be 2021.

Does the company listed have unclaimed funds to report?

- If YES, complete the entire OUF-1A Unclaimed Funds Reporting Form. If NO, follow the corresponding filing instructions on the form.

Verification:

- The report verification on the OUF-1A Unclaimed Funds Reporting Form must be signed by the company/business owner (Holder), an Officer of the Holder, or a duly authorized Agent for the report to be valid. Unclaimed funds reports will not be accepted without a proper signature and FEIN or SSN. Online filing through the Ohio Business Gateway (OBG) are considered signed and authorized once filed.

Extension:

- File your Request for Extension online. Companies may file a request for extension online on the division's website, www.com.ohio.gov/unfd. Extensions must be filed by Nov. 1, and life insurance companies must file by May 1.



Department of Commerce

Division of Unclaimed Funds
Sheryl Maxfield, Director

Mike DeWine, Governor
Jon Husted, Lt. Governor

OUF-1A Unclaimed Funds Reporting Form

Apply Mailing Label Below or Enter Current Information

Form with fields: Company Name, FEIN or SSN, Company Physical Address, Contact Phone Number, Company Mailing Address, Contact Email Address, Name of Contact Person, State of Inc / Organization, Contact Person Title, Year Inc. / Organized, Report Year, and checkboxes for information changes and final reports.

MUST check for final report; company is out of business or no longer doing business in Ohio.

The Ohio Division of Unclaimed Funds encourages companies to file their Annual Report of Unclaimed Funds through the Ohio Business Gateway (OBG) at www.business.ohio.gov.

Does the Company listed above have unclaimed funds to report?
If YES, then complete the remainder of this form as well as the OUF-2 and sign the report verification.
If NO, then file the "Negative" or "None" report online through the Ohio Business Gateway at www.business.ohio.gov.

Being first duly sworn, the undersigned certifies they are an officer of the company or an agent duly authorized to sign this report and to the best of their knowledge and belief the foregoing report and supporting records, is a true and complete report of all unclaimed funds required to be reported to the state of Ohio, inclusive of interest and dividends thereon in accordance with Chapter 169 of the Ohio Revised Code, and the required notices have been sent to owners and beneficiaries of record.

Signature fields: Signature, Title or Agent Relationship, Print Name, Date

Mail the report, remittance check, securities, and safe deposit box contents to Ohio Division of Unclaimed Funds, 77 South High Street, 20th Floor, Columbus, Ohio 43215-6108

For Division Use Only

Check No, Check Amt, Receipt ID



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Form with sections: Company Name, FEIN OR SSN, Reporting Year; Remittance to Director of Commerce (lines 1-4); Holders that elect to remit 100 percent of line 4 proceed to line 14; Holders that elect to retain 90 percent of line 4 pursuant to O.R.C. 169.05(A) proceed to line 5; Information on the institution which holds the funds in line 6 (lines 7-13); Total Remittance to Director of Commerce (lines 14-17); Stock Certificates Remitted with this Unclaimed Funds Report (table with columns: CERTIFICATE NUMBER, CUSIP, NUMBER OF SHARES, ISSUE NAME).