

UNITED STATES BANKRUPTCY COURT DISTRICT OF ARIZONA

Procedures for Claiming Unclaimed Funds

Under 28 U.S.C. Section 2042, a party entitled to unclaimed funds "...may, on petition to the court and upon notice to the US attorney and full proof of the right thereto, obtain an order directing payment to him." Applications for payment of unclaimed funds will only be processed when filed by the owner of the funds or the owner's duly authorized agent or representative.

The claimant must submit the Application for Unclaimed Funds, the W-9 or AO213 form for each claimant, and any supporting documentation to the Court (See below).

1. **Individual:**

- Application signed claimant or if more than one claimant, signed by both parties.
- If the address listed on the court's record has changed, a copy of a paycheck stub, tax form or utility bill that contained proof of the prior address with the individual's name.
- A photo copy of an official government identification card i.e. Passport, Military ID or a valid and current driver's license.

2. **Corporation/Partnership/Artificial Entity:**

- Application signed by an agent for and on behalf of the Corporation/Partnership/Artificial Entity.
- A Statement of the signing agent's authority.
- If claimant has changed as a result of a merger, buyout or name change, provide supporting documents which substantiate the change.

3. **Legal Representative (attorney or funds locator):**

- Proof of identity of the owner of record.
- Original notarized power of attorney which contains the name of the US Bankruptcy Court District of Arizona and must include the case name, number and the amount of claim.
- Proof of identity of the representative.

4. **Legal Representative (deceased claimant):**

- Proof of identity of the owner of record
- Copy of death certificate
- Certified copy of a letter of administration or probated will.

5. **Successor in Interest:**

- Proof of identity of the owner of record
- Proof of identity of the successor claimant
- Documentation evidencing the transfer of claim.