



OUF-1A Unclaimed Funds Reporting Form Instructions

This form provides information about the company reporting unclaimed funds.

Enter the Company's Current Information

- 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. Please do not file a report prior to July 1 of the reporting year. The contact person should be the individual who would be able to answer any questions concerning the report.
- If the Company's information has changed since last filing, check the box
- If the Company's is out of business or no longer does business in Ohio, check the box

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. Please do not submit the report prior to July 1st of the reporting year.
- 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. Please do not submit the report prior to January 1st of the reporting year.

Does the company listed have unclaimed funds to report?

- If **NO**, then file the "Negative" or "None" report online through the Ohio Business Gateway. If unable to file online, please contact our office at 614-466-4433 to request a form or email your contact name, business name and contact information (phone number, mailing address, and applicable email address) and circumstance for requesting a paper form at UnfdCompliance@com.ohio.gov.
- If **YES** complete the remainder of the form and include OUF-2 and/or OUF-4.
 1. Grand Total from last page of OUF-2 plus cash amount from last page of OUF-4.
 2. Cash transmitted by check from sale of safe deposit box contents.
 3. Accrued earnings to date of payment (Pursuant to 169.05(A) O.R.C.).
 4. Total of lines 1 thru 3.
 5. Penalties and/or interest assessed by the state.
 6. Total remittance (Add lines 4 and 5).
 7. Enter check number.

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

- Companies may file a request for extension online on the division's website, UnclaimedFunds.Ohio.Gov. Extensions must be filed by Nov.1, and life insurance companies must filed by May 1. If you are uncertain if you need to file an extension, or are expecting to make corrections to your report, please file an extension. If you are uncertain how long of an extension you need, we recommend filing an extension for 120 days.



OUF-1A Unclaimed Funds Reporting Form

Please Type or Print Current Information LEGIBLY															
Company Name	FEIN or SSN														
Company Physical Address (including city, state, zip code)	Contact Phone Number														
Company Mailing Address (including city, state, zip code)	Contact Email Address														
Name of Contact Person	State of Inc / Organization														
Contact Person Title	Year Inc. / Organized														
<input type="checkbox"/> MUST check if information has changed from last filing date.	Report Year														
<input type="checkbox"/> MUST check if company is out of business or no longer doing business in Ohio.															
<p>The Ohio Division of Unclaimed Funds encourages companies to file their Annual Report of Unclaimed Funds through the Ohio Business Gateway (OBG) at www.gateway.ohio.gov.</p>															
<p>Does the Company listed above have unclaimed funds to report?</p> <p>If NO, then file the "Negative" or "None" report online through the Ohio Business Gateway. If unable to file online, please contact our office at 614-466-4433 to request a form or email your contact name, business name and contact information (phone number, mailing address, and applicable email address) and circumstance for requesting a paper form at UnfdCompliance@com.ohio.gov.</p> <p>If YES, then complete the remainder of this form as well as the OUF-2 and/or OUF-4 and sign the report verification.</p>															
<p>Remittance to Director of Commerce</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>1. Grand Total from last page of OUF-2 plus cash amount from last page of OUF-4.</td> <td style="text-align: center;">1.</td> </tr> <tr> <td>2. Cash transmitted by check from sale of safe deposit box contents.</td> <td style="text-align: center;">2.</td> </tr> <tr> <td>3. Accrued earnings to date of payment (Pursuant to 169.05(A) O.R.C.).</td> <td style="text-align: center;">3.</td> </tr> <tr> <td>4. Total of lines 1 thru 3.</td> <td style="text-align: center;">4.</td> </tr> <tr> <td>5. Penalties and/or interest assessed by the state.</td> <td style="text-align: center;">5.</td> </tr> <tr> <td>6. Total remittance (Add lines 4 and 5).</td> <td style="text-align: center;">6.</td> </tr> <tr> <td>7. Enter check number.</td> <td style="text-align: center;">7.</td> </tr> </tbody> </table>		1. Grand Total from last page of OUF-2 plus cash amount from last page of OUF-4.	1.	2. Cash transmitted by check from sale of safe deposit box contents.	2.	3. Accrued earnings to date of payment (Pursuant to 169.05(A) O.R.C.).	3.	4. Total of lines 1 thru 3.	4.	5. Penalties and/or interest assessed by the state.	5.	6. Total remittance (Add lines 4 and 5).	6.	7. Enter check number.	7.
1. Grand Total from last page of OUF-2 plus cash amount from last page of OUF-4.	1.														
2. Cash transmitted by check from sale of safe deposit box contents.	2.														
3. Accrued earnings to date of payment (Pursuant to 169.05(A) O.R.C.).	3.														
4. Total of lines 1 thru 3.	4.														
5. Penalties and/or interest assessed by the state.	5.														
6. Total remittance (Add lines 4 and 5).	6.														
7. Enter check number.	7.														
<p>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 the owners and beneficiaries of record.</p>															
Signature	Title or Agent Relationship														
Print Name	Date														
Email Address	Phone														
<p>(We do not accept wire transfers. To pay by ACH Debit Transfer or Credit Card, please file electronically through OBG) Make check out to Ohio Division of Unclaimed Funds with FEIN in memo line. Mail the report and remittance check to</p> <p>Ohio Division of Unclaimed Funds, 77 South High Street, 20th floor, Columbus OH 43215-6108</p>															