

## ISSUES RELATING TO UNCLAIMED FUNDS

Trustees are required to make reasonable efforts to locate creditors.

There should not be (at least barring unusual circumstances) unclaimed funds due to "inability to locate" for any institutional creditor known to exist.

Use internet to try to locate businesses. Google is a great, easy to use, and free search engine. For New York corporations use the NY Secretary of State's online database to search for active and inactive corporations and addresses. Go to <http://www.dos.state.ny.us/corp/corpwww.html> This is free! (See attached screen shots)

Ask post-office for forwarding address. See attached form (there apparently is a new form but we have not located it and are told this one works). Fill out the top part and mail it to the post-office at the zip code for the last known address of the creditor. The forwarding addresses are kept for 6 months but sometimes the post offices keep them on file longer.

Call information in the creditor's last known area code and see if you can get a phone number to contact the creditor.

Our office may be able to help you after you have exhausted your efforts. Let us know. (This cannot, however be a substitute for a trustee making his or her own reasonable efforts first).

When depositing funds with the court, include a letter explaining what SPECIFIC efforts have been made to locate. The clerk's office may try to locate the creditor but does not want to duplicate your efforts.