



City of DeSoto

UNCLAIMED PROPERTY CLAIM FORM

Original Owner
 Heir, Trustee, or Parent
 or
 Business Owner

The City of DeSoto is committed to processing and paying all unclaimed property claims within ninety (90) days or less. Claimants are required to provide the city with sufficient proof and documentation to substantiate entitlement to payment.

When preparing your claim form, keep in mind that all available information that you can list will help us avoid contacting you during the claims process. Social security numbers, driver's license numbers, last known addresses, and property descriptions are items used to verify ownership during the claims process.

Attach the following information and complete the form below:

1. Proof of your social security number (or W-2 form) or federal tax ID number
2. Copy of your driver's license or any official form used for identification
3. List of addresses used that may be associated with property being claimed, including P.O. Boxes.

Failure to provide copies of your identification, signature, and completion of the claim form, and your signature will result in your claim form being returned to you. You must be eighteen (18) years or older to claim property. A social security number is not required, but may help in identifying you as the property owner.

Claimant Information

Name						
Address						
City		State		Zip Code		
Telephone		Email				
SS#		DL #				
Property						
Signature		Date				

Mail completed property claim form and attachments to:

City of DeSoto
 Attn: Unclaimed Property
 211 E. Pleasant Run Rd
 DeSoto, TX 75115