



**GRAYSON COUNTY TREASURER  
UNCLAIMED PROPERTY  
LESS THAN \$100  
CLAIM FORM**

Property

Owner Name:

\_\_\_\_\_  
Last or business name First Middle

Address:

\_\_\_\_\_  
Street City State/Zip

Phone:

\_\_\_\_\_  
Work Home Cell

Email:

\_\_\_\_\_

Driver's License:

\_\_\_\_\_  
Number/State

Social Security/Tax ID \_\_\_\_\_

What is your relationship to the property owner? (check applicable)

- Self
- Have owner's Power of Attorney
- Executor/Administrator of owner's estate
- Trustee of property owner
- Parent/legal custodian claiming for minor child
- Legal guardian of incapacitated person

It is important that you indicate the correct relationship you have to the reported property owner because your answer determines the type of documentation you will be asked to provide. Providing incorrect information will slow the claim process.

There are three types of claims:

**Original Owner:** If you are the reported property owner or have the owner's Power of Attorney

**General:** If you are the owner's legal heir, executor or administrator of the owner's estate, the owner's trustee, the parent/legal custodian of a minor (under age 18) owner, or the guardian of an incapacitated person.

**Business:** If you are an officer or official with the authority to act on behalf of the reported business.

**Attach the following information:**

**Proof of social security number (copy of your social security card or W2 form).**

**Copy of your driver's license**

**List all addresses used that may be associated with property being claimed, including P.O. Boxes and dates applicable**

**Please be aware you will be required to prove that you are legally entitled to the property. At a minimum, this involves establishing a connection between the claimant and the property using your Driver's License and/or Social Security/Taxpayer Identification number, documented proof of having lived at or done business at the last known address reported with the property, etc. You must provide verification of the reported address if different than the current address, legal documentation that you are the Power of Attorney, heir, guardian or custodian of claimant. You will be required to provide a copy of death certificate and probated will or other heir documents if the original owner is deceased.**

When we receive your completed form, we will review it carefully. If there is not sufficient proof of ownership, we will contact you for further information. Generally, claims will be processed within 60 to 90 days of receipt.

**By signing below, I hereby apply for refund of the unclaimed property and certify that the information I have submitted in claim is true and correct. I understand that any person who makes a false entry upon this record could be subject to fines/imprisonment.**

\_\_\_\_\_  
Claimant Signature

\_\_\_\_\_  
Date

Deliver this form and required documents to:

Grayson County Treasurer  
Grayson County Courthouse  
100 W. Houston, Suite A-2-2  
Sherman, Texas 75090  
Phone 903-813-4252 Fax 903-813-4263