THOMAS P. DINAPOLI STATE COMPTROLLER





110 STATE STREET ALBANY, NEW YORK 12236



June 7, 2022



Dear

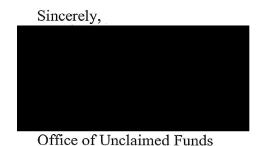
We are contacting you because your company has conducted business in New York State, but has not filed reports with the New York State Comptroller's Office of Unclaimed Funds (OUF) pursuant to the Abandoned Property Law (APL). The law can be found on the New York State Legislature's website at http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO.

We encourage you to review your records for any unclaimed funds that may be subject to reporting. Unclaimed funds include uncashed checks issued to employees or vendors, outstanding accounts receivable credits and credit balances, and unredeemed gift cards/certificates, among others.

The first step of coming into compliance with the law is completing our Self-Audit Checklist. This online survey will help you to identify if your company is holding any unclaimed funds. Find it online, as well as information about the Self-Directed Compliance Program (SDCP), at https://www.osc.state.ny.us/unclaimed-funds/reporters/voluntary-compliance-program and use reference number Complete the survey even if you find that you have nothing to report.

If your survey results indicate your company could have unclaimed funds, the survey will serve as your application to the SDCP. The SDCP may entitle your company to amnesty from penalties and interest, which could be assessed under §1412 of the APL.

Visit our website at https://www.osc.state.ny.us/unclaimed-funds/reporters for additional information such as: Handbook for Reporters, Calendar of Events, Property Type Tables, and Forms and Publications. If you have any questions about the SDCP, please contact or email https://www.osc.state.ny.us/unclaimed-funds/reporters for additional information such as: Handbook for Reporters, Calendar of Events, Property Type Tables, and Forms and Publications. If you have any questions about the SDCP, please contact or email https://www.osc.state.ny.us/unclaimed-funds/reporters for additional information such as: Handbook for Reporters, Calendar of Events, Property Type Tables, and Forms and Publications. If you have any questions about the SDCP, please contact or email https://www.osc.state.ny.us/unclaimed-funds/reporters for additional information such as the such as th



Voluntary Compliance Self-Audit Checklist

1. Enter refere	ence #	from the V	oluntary Complianc	e letter:			
2. Was the co	mpan	y's name ar	d address on the m	ailing receive	ed accurate?)Yes (No (N	/A
3. If answered	d No to	the previo	us question, provide	e the correct	company inforn	nation:	
Company n	name: ˌ						
Address: _							
City:				State:		ZIP:	
4. Is your con	npany	incorporate	ed in New York State	? ? ⊜Y	es ⊜No ⊝N	/A	
5. Does the c	ompar	ny have any	of the following du	e to New Yorl	k State Residen	ts?	
	Uncashed Payroll Checks		Uncashed Vendor/ Accounts Payable Checks	Uncashed Customer Refunds	Accounts Receivable Credit Balances	Merchandise Credits	Gift Card Certificat
Over 1 year Over 3 years					,		
Move to a suspense according list and representate and representate appropring state's unclaim funds program	ount est ort iate ned	ur company Uncashed Payroll Checks	Uncashed Vendor/ Accounts Payable Checks	Uncashed Customer Refunds	Accounts Receivable Credit Balances	Merchandise Credits	Gift Card
Write-off Other (please s	necify)	1					
Other (please s	PCOII Y						
8. If the compinformatio	pany r n:	eports uncl	claimed amounts he aimed funds under a	a related busi	iness, provide t		
9. Provide a	contac	t for furthe	r correspondence (i	-			
Name:				Title:			
Phone:				Email:			