

Instructions for the State of Wyoming Annual Unclaimed Property Report

WUP-1 Verification

This form is used to report holder information. Please complete this form and include it with all WUP forms submitted to the State Treasurer's Unclaimed Property Division.

Verification for period ended: June 30 is the cutoff date for all holders. Please verify year.

Federal Employer's ID Number (FEIN): Enter the nine-digit tax identification number assigned to the company by the Federal Government. This line must be completed.

Holder Name/Address: Complete the name and address lines with the company name and mailing address.

State of Incorporation: Corporations should enter the state in which they are incorporated. Savings and loan associations, banks and credit unions should enter the state in which they are chartered. If federally chartered, so indicate.

Date of Incorporation/Charter Date: Corporations should enter the date on which they were incorporated or licensed to do business. Savings and loan associations, banks and credit unions should enter the date the organization was chartered.

Contact Person: Enter the name, telephone number, email address and mailing address of the person most familiar with the details of the report.

Signature: The report must be signed by an officer or designee of the reporting holder. If the report is filed by a partnership, it must be signed by one of the partners.

Form WUP-2 Unclaimed Cash and Cash-Related Items

This form is used to report cash and cash-related unclaimed fund items.

Form WUP-3 Unclaimed Stock and Other Securities

This form is used to report all stock certificates and other types of securities. When submitting the report, attach securities to Form WUP-3.

Form WUP-4 Unclaimed Contents of Safe Deposit Boxes or Other Safekeeping Repositories

This form is used for each owner for which unclaimed contents of a safe deposit box are being reported. Contents of safe deposit boxes, such as coins, currency, stamps, stocks and bonds, are reportable five (5) years from the date of lease or rental period when the box expired. Supply detailed information concerning each reported item to sufficiently identify the contents; but do not submit the contents.