

## Quick Reference – Helpful Information

(Last Updated: 09/19/2019)

### Check Mailing Information

Checks should be mailed to:

*Mailing Address:*

Herschler Building East  
122 West 25th St., Suite E300  
Cheyenne, WY 82002

*Checks*

Checks should be made payable to:

Wyoming State Treasurer  
Unclaimed Property Division

### Reporting Methods

The only method of reporting is electronically, through our website. The required format is .txt. CDS and emailed reports are no longer accepted, nor do we accept HDE formatted files. You can upload your reports by visiting: <https://wyoming.findyourunclaimedproperty.com/app/submit-a-report> or by visiting [www.mycash.wyo.gov](http://www.mycash.wyo.gov) and navigating through "reporting unclaimed property" options. Please note, we do not accept negative reports.

### Securities (Stocks and Mutual Funds)

*Securities should be registered to:*

Wyoming State Treasurer  
Unclaimed Property Division  
Tax ID – 83-0208667

### DTC Eligible Shares

All DTC eligible shares should be delivered through DTC or DWAC (if not DTC participant) to RBC Wealth Management:

DTC #0235  
Account #31946272  
Registration: Wyoming State Treasurer, Unclaimed Property Division

### Need Assistance?

*Please contact the Unclaimed Property Division at:*

mycash.wyo.gov  
307-777-5590  
[upreports@wyo.gov](mailto:upreports@wyo.gov)