

DFS-UP-121

**STATE OF FLORIDA
ANNUAL REPORT OF PROPERTY PRESUMED ABANDONED
NOT REPORTABLE IN AGGREGATE**

FOR CASH ITEMS

MAIL TO:

PURSUANT TO THE FLORIDA DISPOSITION OF UNCLAIMED PROPERTY
CHAPTER 717, FLORIDA STATUTES

State of Florida
Department of Financial Services
Bureau of Unclaimed Property
P.O. Box 6350
Tallahassee, FL 32314-6350
(850)413-5522

Covering UNCLAIMED ITEMS as of December 31, _____

UPID Number (From DFS-UP-111 Cover Sheet) _____

Federal Tax Identification Number (FEIN) _____

CASH AMOUNT REPORTED	NAME and LAST KNOWN ADDRESS (Street, City & State) date of birth of owner(s) including all joint/alternate owners, beneficiaries, and relationship LAST NAME FIRST	SSN/FEIN OF OWNER	PROPERTY TYPE CODE	DATE OF LAST TRANS- ACTION	IDENTIFYING NUMBER

\$ _____ PAGE TOTAL

Effective Date 2-12-97
Rule 69I-20.034, F.A.C.

DFS-UP-121 FOR CASH ITEMS

This form is used to list the ‘Cash’ related property amounts due for owners. The remittance (payment) for these items is due at the same time you submit your unclaimed property report.

REMINDER: The Department forms cannot be used if your unclaimed property report includes 25 or more owners.

DFS-UP-121 FORM DETAIL

- A. **Column “CASH AMOUNT REPORTED”** - Enter the sum of the cash amount(s) due the owner.
- B. **Column “NAME and LAST KNOWN ADDRESS”** - Enter the last name, first name and full middle name, if available. Corporate or other titles must be entered exactly as adopted, except the word “the” must be omitted when it is the first word in the name. If the owner name is not known, insert “Unknown” as the owner name. List the last known address, including zip code of the owner as it last appeared in the holder’s records. Include the address, even when incomplete or erroneous. If no address is available, insert “Address Unknown” beneath the name. If the property has more than one owner, the names and addresses of the alternate owners must be listed beneath the original owner’s name. If there is no alternate owner for this account, then the wording “No Alternate Owner” must be entered after each account.
1. The relationship between the owners must also be shown (A list of valid relationship codes can be found in the **RELATIONSHIP CODE TABLE**). Enter the date of birth, if available. Reports not adhering to these requirements will be returned to the holder to supply the omitted information and are subject to potential fines and interest penalties.
- C. **Column “SSN/FEIN OF OWNER”** - Enter the social security number of the individual or FEIN for the business of the reported owner of the property. Social security numbers must be reported, specifically for payroll items, bank accounts, and life insurance and securities holdings. If the alternate owner’s SSN is available, it must also be reported. If no social security number is available, insert “Unknown” in this column. Common abbreviations are SSN, FEID, EIN, and TIN. The SSN/FEIN of owner is required information that must be included on the report.
- D. **Column “PROPERTY TYPE CODE”** - Enter the property type code of each item. The property type codes are listed in the **FLORIDA PROPERTY CODE AND DORMANCY TABLE**. Select the 4-character code that best describes the property being reported. The property type code is required information that must be included on the report.
- E. **Column “DATE OF LAST TRANSACTION”** - Enter the date the property became payable, redeemable or returnable. This is the date of the vendor check, the date a dividend became payable, the date a note became payable, the date a check or draft was issued, etc. or the last date there was positive contact from the owner regarding the property. The date of last transaction is required information that must be included on the report.

The Date of Last Transaction is not the date of the holder’s due diligence letter. Make sure that all reported accounts have reached the end of their statutory dormancy period.

- F. **Column “IDENTIFYING NUMBER”** - Enter the identifying number of each item such as check number, account number, employee number, etc. This number is not the holder number or federal employer identification number. The identifying number is required information that must be included on the report.

ALL of the columns on the form must be completed. Any incomplete forms will be recorded as non-compliant and will be returned to the holder to correct. Information not known must be marked as “Unknown”

NOTE for all Florida County Clerk of Courts – for the reporting of unclaimed property covered under other Florida Statutes (For Example: ss. 43.19, 550.1645, 733.816, 732.107, 732.1101, 705.103, 402.17 or 744.534, Florida Statutes) contact the Bureau at 850-413-5522 to obtain the information on how to report the unclaimed property.