



# Report of Property Presumed Unclaimed

UCH-1  
V2 2/2019

Name of Holder \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Check this box if your address has changed.

1. FEIN  -  Ext. \_\_\_\_\_

2. Acct ID  -  - UCH

3. Report Year

4. Report Number \_\_\_\_\_ See Instructions.  
The original report is considered report number 1.

5. If you are no longer in business and want your account closed, enter your final date.

-  -

## Section I:

Non Life Insurance Company Holder Report  
(Report Year July 1 through June 30)

Life Insurance Company Holder Report  
(Report Year January 1 through December 31)

\$ \_\_\_\_\_ **Total amount remitted** from Section II, page 2. Remit one payment for the total amount.  
The amount remitted is for all items held and owing that have remained unclaimed, unpaid and are presumed abandoned/unclaimed. See instructions for payment options.

\_\_\_\_\_ **Total number of properties reported** on Section II, page 2.

\_\_\_\_\_ **Total number of shares reported** on Section III, page 3.  
For information related to the transfer of securities, see instructions on page 8.

Name of Contact \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Address \_\_\_\_\_

Email \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

I, the undersigned, declare under penalty of perjury, that to the best of my knowledge and belief, the following is a true and complete report of unclaimed property now in possession or under control of the holder, which is presumed unclaimed in accordance with Montana law, 70-9-801 through 70-9-829, MCA. Written notice has been sent to the apparent owner as prescribed under Montana law, 70-9-808(5), MCA.

Name of Officer or Holder Authorized to Sign Report (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

### Filing this Form:

E-File options available at [MTRRevenue.gov](http://MTRRevenue.gov).

### Mail the completed form to:

Montana Department of Revenue  
PO Box 5805  
Helena MT 59604-5805

# Report of Property Presumed Unclaimed

MONTANA  
UCH-1

## Section II

	Column 1 NAUPA Property Type Code	Column 2 Date of Last Transaction/ Date Payable (MMDDYYYY)	Column 3 Amount Due to Owner	Column 4 Owner Social Security Number or Federal Employee Identification Number (no dashes or slashes)	Column 5 Owner Name (last name, first name, middle initial)	Column 6 Last Known Mailing Address (street, city, state, zip code)
1.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
2.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
3.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
4.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
5.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
6.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
7.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
8.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
9.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
10.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
<b>Total Amount Remitted \$</b>						

**Important:** If additional space is needed, make copies of this page. If Section II is not reproduced exactly as formatted on this page, report processing will be delayed until we receive the correctly formatted information.

# Report of Property Presumed Unclaimed

MONTANA  
UCH-1

**Section III.** CUSIP Number \_\_\_\_\_

	Column 1 NAUPA Property Type Code	Column 2 Date of Last Transaction/ Date Payable (MMDDYYYY)	Column 3 Number of Shares	Column 4 Owner Social Security Number or Federal Employee Identification Number (no dashes or slashes)	Column 5 Owner Name (last name, first name, middle initial)	Column 6 Last Known Mailing Address (street, city, state, zip code)
1.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
2.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
3.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
4.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
5.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
6.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
7.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
8.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
9.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
10.	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _ _ _ _ _ _ _ _ _ _ _		
<b>Total Number of Shares</b>						

**Important:** If additional space is needed, make copies of this page. If Section III is not reproduced exactly as formatted on this page, report processing will be delayed until we receive the correctly formatted information.

# Report of Property Presumed Unclaimed

## Instructions for Reporting Property

If you have questions, please call us at (406) 444-6900.

### General Information

**What is Unclaimed Property?** Any financial asset for which an owner has not generated activity during a period of time (see reporting requirements below) is considered unclaimed property. These assets may include uncashed checks, savings, checking, payroll (wages, bonuses, commissions), credit balances, money orders, customer deposits, travelers checks, stocks and bonds (uncashed dividends, interest checks, underlying shares principle), insurance proceeds, certificates of deposit, and other intangible interests or benefits.

**What is the Holder's Responsibility?** The holder of unclaimed property is required to send written notice to the apparent owner of property with a value exceeding \$50, not more than 120 days or less than 60 days before filing the report.

**Please Note:** Property owed to an unlocatable mineral owner in which a trust was created in a Montana District Court per 82-1-302, MCA, is payable based on the terms of the executed lease, ratification, a division order or any other related document or instrument. A form is not required to remit this property.

### Important Reporting Information

- Retain a copy of the filed report for your records and mail the original to us with your remittance.
- We will allow a dormancy charge (service charge) to be deducted from mineral property presumed abandoned only if a valid and enforceable written contract exists between the holder and the owner under which the holder may impose the charge. The dormancy may only be deducted if the holder regularly imposes the charge and it is regularly reversed or otherwise canceled per 70-9-806, MCA.
- All property is required to be reported and remitted. However, the detail information regarding the unclaimed property owner is not required for items where the owner is unknown.

### Filing Options

**Electronic Filing.** A holder report can be filed electronically through the Montana ePass File Transfer Service (FTS). Electronic filing is secure, encrypted, accurate and the most efficient way to report unclaimed property. To learn more, go to [unclaimedproperty.mt.gov](http://unclaimedproperty.mt.gov).

Follow these instructions when submitting your report electronically:

- The report is required to be in a text file. Do not provide your report in an executable file format, as a statewide policy for Montana will not allow us to accept this format from an external source.
- The text file is required to be in the current NAUPA format, which may be obtained at <http://www.unclaimed.org/reporting/>.
- Do not encrypt or password protect the file.
- The department no longer accepts magnetic media such as compact discs, diskettes, tapes or USB devices

**Paper Filing.** Follow the instructions below.

### Instructions for Page 1

- Line 1 Enter your federal employer identification number (FEIN) on line 1. If you are filing for more than one location, include your extension number for the specific location that is reporting.
- Line 2 If you know your Account ID, provide it on line 2.
- Line 3 Enter the year in which the report period ends.  
Life insurance companies' report year is January 1 through December 31, with the report due on May 1 of the following year.  
For all other holders, the report year is July 1 through June 30, with the report due on November 1 of that year.
- Line 4 You may report more than once a year. In order for us to correctly process the additional reports, indicate the report number on line 4. Your original report is always considered report number 1. When you file an additional report, it is important that you do not include property that you listed on a previous report.
- Line 5 If you are no longer in business and are filing a final report, enter the date that your business ceased operations. If your address has changed from the last report filed, check the box provided.

### Section I:

- Check the type of holder report being submitted.
- The amount remitted is for all items held and owing that has remained unclaimed, unpaid and is presumed abandoned. The amount remitted is the total from Section II, page 2. You can pay by:
  - scheduling an ACH Credit payment through your bank. Visit online service at *revenue.mt.gov* for more information.
  - sending a check, along with the completed UCH-1 payment voucher.
- Enter the total number of properties you are reporting.
- The total number of shares reported is the total from Section III, page 2. See the instructions on page 8 for information related to the transfer of securities or call us at (406) 444-6900.

## Instructions for Page 2

You may photocopy page 2 of this report if additional space is needed. A computer printout is acceptable in place of Section II and Section III of this report. If Sections II and III are not reproduced exactly as formatted on this page, report processing will be delayed until we receive the correctly formatted information. If a printout is used, the print size is required to be at least a 10-point font. Attach a copy of the printout to page 1 of this report.

### Section II. Complete all columns.

**Property owed to an unlocatable mineral owner in which a trust was created in a Montana District Court pursuant to 82-1-302, MCA, is payable based on the terms of the executed lease, ratification, a division order or any other related document or instrument. A form is not required to remit this property.**

- Column 1 Enter the NAUPA property type code for each property reported. A detailed list of NAUPA codes is included in these instructions for your convenience.
- Column 2 Enter the date of the last transaction or date payable for the property being reported. Format the date as MMDDYYYY.
- Column 3 Enter the amount due to each owner.
- Column 4 For each owner, enter the social security number or federal employer identification number.
- Column 5 List each owner by last name, first name and middle initial.
- In the case of unclaimed funds held or owed under any life or endowment insurance policy or annuity contract, list the name of the insured or annuitant and the name of the beneficiary.
  - In the case of unclaimed insurance policy benefits, list the insured's or annuitant's name first and beneficiary's name second.
  - In the case of custodial or trustee accounts, list the owner's name first and the custodian's or trustee's name second.
  - In the case of cashier's checks or money orders, list the payee's name first and the remitter's name second.
- Column 6 For each owner, provide the last known mailing address including street, city, state and zip code.

### Section III. Complete all columns.

Provide the CUSIP number for the securities being reported.

- Column 1 Enter the NAUPA property type code for each property reported. A detailed list of NAUPA codes is included in these instructions for your convenience.
- Column 2 Enter the date of the last transaction or date payable for the securities being reported.
- Column 3 Enter the number of shares for each owner.
- Column 4 For each owner, enter the social security number or federal identification number.
- Column 5 In alphabetical order, list each owner by last name, first name and middle initial.
- Column 6 For each owner, provide the last known mailing address including street, city, state and zip code.

## NAUPA Adopted Standard Property Type Codes

The following codes have been endorsed by NAUPA for use by each state in the development of standard reporting; however, some states do not currently accept these codes. The State of Montana's agreement to utilize these codes is a step toward standardization in unclaimed property reporting.

## Montana Department of Revenue Property Codes with Dormancy Periods

NAUPA Code	Description	Dormancy Period	NAUPA Code	Description	Dormancy Period
<b>Account Balance Due</b>					
AC01	Checking Accounts	5	AC06	Security Deposits	5
AC02	Savings Accounts	5	AC07	Unidentified Deposits	5
AC03	Matured CD or Savings Certificate	5	AC08	Suspense Accounts	5
AC04	Christmas Club Account	5	AC99	Aggregate Account Balances	5
AC05	Money on Deposit to Secure Funds	5			
<b>Uncashed Checks</b>					
CK01	Cashier's Checks	5	CK10	Expense Checks	5
CK02	Certified Checks	5	CK11	Pension Checks	5
CK03	Registered Checks	5	CK12	Credit Checks or Memos – Non-Retail	5
CK04	Treasurer's Checks	5	CK13	Vendor Checks	5
CK05	Drafts	5	CK14	Checks Written off to Income	5
CK06	Warrants	5	CK15	Other Outstanding Official Checks	5
CK07	Money Orders	7	CK16	CD Interest Checks	5
CK08	Traveler's Checks	15	CK99	Aggregate Un-cashed Checks	5
CK09	Foreign Exchange Checks	5			
<b>Educational Savings Accounts</b>					
CS01	Educational Savings Accounts – Cash	3	CS03	Educational Savings Accounts – Securities	3
CS02	Educational Savings Accounts – Mutual Fund	3	CS04	Educational Savings Accounts – Reserved for future use	
<b>Court Deposits</b>					
CT01	Escrow Funds	1	CT04	Suspense Accounts	1
CT02	Condemnation Awards	1	CT05	Other Court Deposits	1
CT03	Missing Heirs' Funds	1	CT99	Aggregate Court Deposit	1
<b>Health Savings Accounts</b>					
HS01	Health Savings Account	3	HS02	Health Savings Account Investment	3
HS03	Health Savings Account – Reserved for future use				
<b>Insurance</b>					
IN01	Individual Policy Benefits or Claim Payment – All Other	5	IN05	Premium Refunds	5
IN21	Individual Policy Benefits or Claim Payment – Life, Endowment or Annuity	3	IN06	Unidentified Remittances	5
IN02	Group Policy Benefits or Claim Payments – All Others	5	IN07	Other Amounts due Under Policy Terms	5
IN22	Group Policy Benefits or Claim Payments – Life, Endowment or Annuity	3	IN08	Agent Credit Balances	5
IN03	Proceeds Due Beneficiaries	3	IN99	Aggregate Insurance Property	5
IN04	Proceeds from Matured Policies, Endowments or Annuities	3			
<b>Individual Retirement Account</b>					
IR01	Traditional IRA – Cash	3	IR06	Roth IRA – Mutual Funds	3
IR02	Traditional IRA – Mutual Funds	3	IR07	Roth IRA – Securities	3
IR03	Traditional IRA – Securities	3	IR08	Roth IRA – Reserved for future use	
IR04	Traditional IRA – Reserved for future use		IR09	IRA Other – Reserved for future use	
IR05	Roth IRA – Cash	3	IR10	IRA Other – Reserved for future use	

**Montana Department of Revenue Property Codes with Dormancy Periods continued...**

NAUPA Code	Description	Dormancy Period	NAUPA Code	Description	Dormancy Period
<b>Mineral Proceeds &amp; Mineral Interest</b>					
MI01	Net Revenue Interest	5	MI06	Bonuses	5
MI02	Royalties	5	MI07	Delay Rentals	5
MI03	Overriding Royalties	5	MI08	Shut-in Royalties	5
MI04	Production Payments	5	MI09	Minimum Royalties	5
MI05	Working Interest	5	MI99	Aggregate Mineral Proceeds	5
<b>Miscellaneous Checks &amp; Intangible Personal Property</b>					
MS01	Wages. Payroll, Salary	1	MS11	Refunds Due – Retail	3
MS02	Commissions	1	MS12	Unredeemed Gift Certificates	3
MS03	Workers Compensation Benefits	5	MS13	Unclaimed Loan Collateral	5
MS04	Payments for Goods & Services	5	MS14	Pension & Profit Sharing – IRA/Keogh	3
MS05	Customer Overpayments - Retail	3	MS15	Dissolution or Liquidation	1
MS06	Unidentified Remittance	5	MS16	Misc. Outstanding Checks	5
MS07	Un-refunded Overcharges – Retail	3	MS17	Misc. Intangible Property	5
MS08	Accounts Payable	5	MS18	Suspense Liabilities	5
MS09	Credit Balance – Accounts Receivable – Retail	3	MS99	Aggregate Misc. Property	5
MS10	Discount Due - Retail	3			
<b>Securities</b>					
SC01	Dividends	5	SC12	Underlying Shares or Other Outstanding Certificates	5
SC02	Interest (Bond Coupons)	5	SC13	Funds for Liquidation/Redemption of Un-surrendered Stocks or Bonds	5
SC03	Principal Payments	5	SC14	Debentures	5
SC04	Equity Payments	5	SC15	US Gov't Securities	5
SC05	Profits	5	SC16	Mutual Fund Shares	5
SC06	Funds Pd to Purchase Shares	5	SC17	Warrant (Rights)	5
SC07	Funds for Stocks & Bonds	5	SC18	Mature Bond Principal	5
SC08	Shares of Stock (Returned by Post Office)	5	SC19	Dividend Reinvestment Plans	5
SC09	Cash for Fraction Shares	5	SC20	Credit Balances	5
SC10	Un-exchanged Stock of Successor Corp	5	SC99	Aggregate Security Related Cash	5
SC11	Other Cert of Ownership	5			
<b>Safe Deposit Boxes &amp; Safekeeping</b>					
SD01	SD Box Contents	5	SD04	Unclaimed Loan Collateral	5
SD02	Other Safekeeping	5	SD05	Liquidated Assets	5
SD03	Other Tangible Property	5			
<b>Trust Investment &amp; Escrow Accounts</b>					
TR01	Paying Agent Account	5	TR04	Escrow Accounts	5
TR02	Undelivered or Uncashed Dividends	5	TR05	Trust Vouchers	5
TR03	Funds held in Fiduciary Capacity	5	TR99	Aggregate Trust Property	5
<b>Utilities</b>					
UT01	Utility Deposits	1	UT04	Capital Credit Distributions	5
UT02	Membership Fees	1	UT99	Aggregate Utilities	1
UT03	Refunds or Rebates	1			
<b>Other</b>					
ZZZZ	Property Not Identified Above	5			



## Reporting and Delivery of Securities Property

When reporting securities, remember that your report is not complete until you provide evidence of the property being transferred into the ownership of the State of Montana. The required evidence depends on the type of security and how it will be delivered to our custodian on behalf of the state.

### I. STOCK REMITTANCES

**Two days prior to delivery, you are required to fax an intent to deliver to:**

- (1) Avenu Insights & Analytics - (617) 722-9660, Attn: Custody Department, and
- (2) Montana Department of Revenue Unclaimed Property - (406) 444-7997, Attn: Miscellaneous Tax Unit

Your fax is required to include:

- CUSIP numbers
- number of shares
- issue names
- delivering party's DTC numbers
- certificate numbers and registration (for physical certificates)
- copy of statement (for DRS/Book Shares)

**Direct Transfer** (All eligible shares are required to be deposited through DTC or DWAC if not a DTC participant)

Nominee:

Glory of the West & Co.  
 FEIN: 83-0367507  
 DTC Participant: 0901  
 Agent Bank: 26500  
 Account: 822441

**Book Entry Shares/Direct Registration Shares (DRS)/Dividend Reinvestment Shares (DRP) & Closed-End Funds**

Nominee:

Glory of the West & Co.  
 FEIN: 83-0367507

Address:

Avenue Insights & Analytics  
 100 Hancock Street, 10th floor  
 Quincy, MA 02171

**Note:** Dividend Reinvestment Plans (DRP) & Closed-End funds please close the accounts and forward whole shares via DTC. Fractional shares must be sold at the owner level and the proceeds applied to each individual owner with a check for the total proceeds delivered with your report. You are required to include a confirmation with your Report of Unclaimed Property stating that Glory of the West & Co. is the owner of the shares. Also, fax a copy of the confirmation to the State of Montana, (406) 444-7997.

**Physical Certificates** (non-DTC eligible shares only)

Nominee:

Glory of the West & Co.  
 FEIN: 83-0367507

Address:

The Depository Trust Company  
 570 Washington Blvd - 5th Floor  
 Jersey City, NJ 07310  
 Attn: BNY Mellon/Brench Deposit Department

**Note:** Send the *original* certificate to custodian at the above address; send a *photocopy* of the certificate with your report--do not deliver the original certificate to the State of Montana with your report. Send only one certificate for each security position reported.

**II. MUTUAL FUNDS** (Include complete fund names, FEINs and CUSIP numbers. Set up account so dividends are reinvested.)

Send interested party statements to:

Avenu Insights & Analytics  
 Attn: Custody Department  
 100 Hancock Street, 10th Floor  
 Quincy, MA 02171

Register funds as follows:

MAC & CO  
 Mutual Fund Operation  
 PO Box 3198  
 Pittsburgh, PA 15230-3198  
 Account: 822441  
 FEIN: 23-6019000

**Open end mutual funds:** Contact Xerox at [UPCH.Custody@avenuinsights.com](mailto:UPCH.Custody@avenuinsights.com) to obtain account numbers 3-4 days prior to attempting delivery.

**Note:** You are required to include a statement with your Report of Unclaimed Property listing the shares in the state's name. Fax a copy of this statement to Avenue Insights & Analytics (617) 722-9660.

### III. WORTHLESS SECURITIES

Do not report worthless, nontransferable or restricted securities.