



Unclaimed Property Request Form

SECTION 1 – Mailing Address for Reissue Check Only

Name: _____

Loan Out Company Name (if applicable): _____

Street Address: _____

City: _____ State: _____ ZIP: _____

****PLEASE ATTACH LETTER FROM STATE CONTROLLER (CA ONLY) If applicable ****

SECTION 2 - Request to Reissue Uncashed Checks

SSN (last 4 only) or Federal ID No. (last 4 only): _____ Phone Number: _____

Email Address: _____

I certify that:

- I did not receive any benefit or value from proceeds of the checks, and no proceeds were applied to any use or purpose on my behalf.
- I will not attempt to receive any benefit or value from proceeds of the original checks.
- I am the rightful owner of these uncashed checks or I am authorized to respond on the owner's behalf.

* If you are signing on behalf of a business, state your title (i.e., Owner, Office Manager, etc.). If you are signing on behalf of another person, state your relationship (i.e., Personal Representative, Spouse, etc.). Attach a copy of your appointment as personal representative, power of attorney, etc., as applicable.

Print Name / Signature*

Date

Title/Relationship to owner*

(*PLEASE NOTE: WE DO NOT ACCEPT ELECTRONIC SIGNATURES (e.g. DocuSign, SignNow, eSign). We will accept a scan or photo of your signature along with your request.)

Please respond via e-mail: EPUnclaimedProperty@ep.com

Or by mail: Entertainment Partners Unclaimed Property
P.O. Box 10789
Burbank, CA 91510-0789

Allow 6-8 weeks for our offices to print and mail out reissue check(s).

To update your address in the main EP employee master database, please register for FREE account at my.ep.com. For support questions, contact 1.800.417.0037 option 1 or email myepsupport@ep.com.