

OFFICE OF THE CLERK
UNITED STATES BANKRUPTCY COURT
WESTERN DISTRICT OF WASHINGTON

MARK L. HATCHER
Clerk

UNITED STATES COURTHOUSE
700 STEWART ST., STE. #6301
SEATTLE, WA 98101-1271
(206) 370-5200

Our procedures to collect Unclaimed Dividend payments are as follows:

- 1) A petition and order to withdraw moneys under 28 USC §2042 is enclosed and is also located on our web site (www.wawb.uscourts.gov). Complete all portions of the petition except for the ORDERED portion, as it will be filled in by the clerk and then signed by the Judge, if approved. **THIS FORM MUST BE NOTARIZED.**
- 2) If the petition is being filed on behalf of the original creditor, an ORIGINAL Power of Attorney must be included. **THIS FORM MUST BE NOTARIZED.** Attach documentation verifying names, addresses and signatures. Corporations should attach their corporate seal, if they have one.
- 3) If the claimant has changed names in any way from the original, please attach the documentation showing history of the claimant to the present.
 - Please make sure that all names of the claimant are proven to be the same entity.
 - Name(s) of previous and present owner(s).
 - Copies of certificate of merger, certificate of fictitious name, purchase agreement, stipulation as to ownership rights or other documentation necessary for the Court to determine the validity of the claim.
- 4) The claimant's name, address and phone number. Each claim is subject to verification by the Court.
- 5) If the claimant is an individual and not a corporation, we will require a photostatic copy of the claimant's current driver's license and Social Security card.
- 6) We will need a copy of a utility bill, canceled check, tax forms or other documents with the address of the claimant reflected on the Court records (the address the original check was mailed to).

Documentation which has been altered will not be processed.

Please note that a petition may reference multiple claims of a single claimant in a case; however, separate petitions are required for each claimant and for each case.

The original petition should be sent to the Court at the address above, and a copy sent to the U.S. Attorney's office, as indicated on the petition. Once a petition is received by the Court, processing will take several weeks, due to statutory deadlines and processing restrictions, for the check to be issued through the District Court. Please be patient.

If a power of attorney is filed, the check will be mailed to the claimant's agent. If a locator files a petition, the check will be issued jointly to the claimant and locator.