

Unclaimed Property Office Stale Check Reissuance Form

Claimants are required to furnish the University with sufficient proof and documentation to verify entitlement to payment. Please provide all information requested below in order to expedite the processing of your claim. Please print all information clearly.

Claimant Information

Name:			
Address:			
Address co	nt:		
City:		State:	Zip:
Phone Number:		Email:	
		Property Information property you are claiming be will expedite the processing of	elow. Including the original check your claim.
Check:	Number	 Date	Amount
Check:	Number	Date	Amount
Check:	Number	Date	Amount
Check:	Number	 Date	Amount
that indicate	es your relationship to t	he organization.	ness card or other documentation m legally entitled to these funds.
·	•		Date:
http://financ	ce.columbia.edu/conten	visit the Unclaimed Property C t/unclaimed-property. If you eissued please destroy it.	
Return to:	n to: Columbia University Office of the Controller- Unclaimed Property 615 West 131 st Street 3 rd Floor, Mail Code 8799 New York, NY 10027		

Claims may be submitted via regular mail or by utilizing our webform, located at http://finance.columbia.edu/content/submit-claim. Upon receipt of your claim a refund check will be issued within 6-8 weeks.