



Unclaimed Property Claim Form

The City of Lakeway is committed to processing and paying all unclaimed property claims within 90 days or less. Claimants are required to provide the city with sufficient proof and documentation to substantiate entitlement to payment. Proof provided by claimants is compared with information provided by you.

When preparing your claim form, keep in mind that all available information that you can list will help us avoid contacting you during the claim process. Social security numbers, driver’s license numbers, last known addresses, and property description are items used to verify ownership during the claims process.

Attach the Following Information

- (A) Proof of your Social Security Number (or W-2 form)
- (B) Copy of your Driver’s License or any official form used for identification
- (C) List all addresses used that may be associated with property being claimed, including PO boxes.

Failure to provide your IDENTIFICATION, SIGNATURE, or COMPLETION OF THIS CLAIM FORM will result in our returning it to you. You must be 18 years or older to claim property. A Social Security Number is not required, but may help in identifying you as the property owner.

Claimant Information

Name _____ SSN _____

Phone# _____ Driver’s License _____

Address _____

City _____ State _____ Zip _____

RETURN TO: City of Lakeway
Finance Department – Unclaimed Property
1102 Lohmans Crossing Road
Lakeway, TX 78734