

# RI TAX COLLECTOR'S ASSOCIATION

## Regular Meeting

### May 17, 2023

A regular meeting of the Rhode Island Tax Collector's Association (RITCA) was held at Richard's Pub, 3347 South County Trail, East Greenwich, RI 02818.

**Present:** Rosemarie Silva (West Warwick) – President  
Caitlyn Choiniere (Lincoln) – Secretary  
Jo Anne Santos (Charlestown) – Treasurer/Education Board Chair  
Jane Steere (Glocester) – Membership Board Chair  
Betty Rynda – DMV Committee Chair

**Absent:** Mary Lynn Caswell (Hopkinton) – Vice President  
Marcy Alves (Richmond) – Executive Board  
Michelle DiMeo (Bristol) - Executive Board

#### **I. Call to Order:**

The regular meeting for RITCA was called to order by President Rosemarie Silva at 9:26 am.

#### **II. Secretary Report:**

The membership voted to approve the minutes from the January 25, 2023 meeting. A motion to approve the minutes was made by Jo Anne Santos and seconded by Jane Steere. The motion carried unanimously.

#### **III. Treasurer's Report:**

Treasurer Jo Anne Santos informed the membership that the current balance of the checking account was \$20,351.37. See attached. A motion to accept the Treasurer's report was made by Caitlyn Choiniere and seconded by Leslie Heaton. The motion carried unanimously.

#### **IV. Reports from Committees:**

**LEGISLATIVE COMMITTEE:** No Report Available.

#### **MEMBERSHIP COMMITTEE:**

Membership Committee Chair, Jane Steere, informed the membership that we have 59 current members. This time last year (2022) we had 62.

#### **EDUCATION COMMITTEE:**

Jo Anne Santos would like to schedule a zoom meeting in the near future. Please let her know if you are interested in attending and being a part of this committee.

**DMV COMMITTEE:** No Report Available.

**V. Unfinished Business:**

The membership talked about having a meeting with the Education Committee to talk about continuing education.

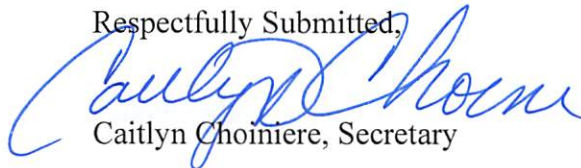
**VI. New Business:**

- The membership talked about starting the 50/50 raffle again. No decisions were made.
- The 2023 NRTCTA Conference is being held in Delaware this year at the Atlantic Sands Hotel, Rehoboth, DE. Mark your calendars for September 24, 2023 to September 27, 2023. Details are on their website, NRTCTA.org. Jo Anne Santos talked about possibly renting a bus/van if anyone wanted to go to the conference. Maybe RITCA would fund the ride. Interest was low.

**VII. Adjournment:**

Rosemarie Silva made a motion to adjourn. Caitlyn Choiniere seconded the motion. The motion carried unanimously. The May 17, 2023 regular meeting of the RITCA was adjourned at 9:39 am.

Respectfully Submitted,



Caitlyn Choiniere, Secretary

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## Regular Meeting

May 17, 2023

A regular meeting of the Rhode Island Tax Collector's Association (RITCA) was held at Richard's Pub, 3347 South County Trail, East Greenwich, RI

### Members: (Check who is present)

Rosemarie Silva (West Warwick) – President ✓  
Mary Lynn Caswell (Hopkinton) – Vice President NO  
Caitlyn Choiniere (Lincoln) – Secretary ✓  
Jo Anne Santos (Charlestown) – Treasurer ✓  
Marcy Alves (Richmond) – Executive Board NO  
Michelle DiMeo (Bristol) – Executive Board  
Jane Steere (Glocester) – Membership Board Chair ✓  
Betty Rynda – DMV Committee Chair ✓

### I. Call to Order:

President Rosemarie Silva called the regular meeting for RITCA to order at

9:26

- II. Reading of the minutes from January 25, 2023.. JoAnne 1<sup>st</sup> June 2<sup>nd</sup>  
III. Treasurer's Report *see attached Caitlyn 1<sup>st</sup> Leslie 2<sup>nd</sup>*  
IV. Reports from Committees

LEGISLATIVE: None

MEMBERSHIP: 59 <sup>current</sup> Members 2022 = 62

EDUCATION: Need to have Zoom Mtg - anyone interested to join  
please see JoAnne  
go over test and  
state law

DMV: None

### V. Reading of Communications

~~None~~ Ask

*Ma*

Rosemarie to send  
email from Matthew

YV

QWERTY ZXCVCB  
ASDFGHJKL

here yet

stays from

So over 1000 units

blended with 2000  
units of 1000 units

more

unit of 1000 units

2000 units

2000 = 10

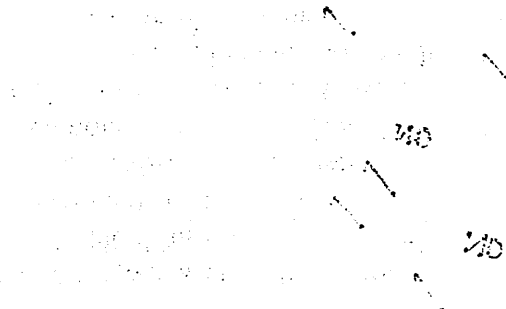
more

QWERTY ZXCVCB

ASDFGHJKL

more

QWERTY ZXCVCB



QWERTY ZXCVCB  
ASDFGHJKL

QWERTY ZXCVCB

ASDFGHJKL

VI. Unfinished Business Education Comm. Mtg  
Continuing education

VII. New Business

50/50 Raffle — start again ?? ~~see~~  
NRTCTA

VIII. Adjournment:

Rose made a motion to adjourn. Cathryn seconded it. The motion carried unanimously. The January 25, 2023 meeting of the RITCA was adjourned at 9:39.

JoAnne spoke about  
Possible renting a bus/van  
if others want to go  
maybe use \$ from RITCA





[www.ritca.org](http://www.ritca.org)

**RHODE ISLAND TAX COLLECTOR'S ASSOCIATION MEETING**

**May 17th, 2023**

**RICHARD'S PUB**

**3347 SOUTH COUNTY TRAIL, EAST GREENWICH, RI 02818**

**TOPICS:**

**1. UNCLAIMED PROPERTY**

**8:45 am Registration**

**9:15 am RITCA Meeting**

- I. Call to Order RITCA Meeting**
- II. Reading of the minutes of January 25<sup>th</sup>, 2023**
- III. Treasurer's Report**
- IV. Report from Committees: Legislative, Membership, Education, DMV**
- V. New Business:**
  - a. NRTCTA Conference to be held at the Atlantic Sands Hotel & Conference Center. Rehoboth Beach, Delaware on September 24<sup>th</sup> thru September 27<sup>th</sup>. Discussion: (Enough interested –could potentially rent a bus/van)**
- VI. Adjournment**

**10:00- 10-45 am Brunch**

**10:45 am Program Presentation: Unclaimed Property**  
**Guest Speakers: Carol Aguasvivas, Kevin Elliot and Patrick Donnelly –**  
**State of RI General Treasurer's Office**

**Rhode Island Tax Collector's Association  
Quarterly Meeting May 17, 2023  
Treasurer's Report**

<b>Last Balance Reported December 31, 2022</b>	<b>\$20, 247.86</b>
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**Income**

**Deposits:**


<b>01/23/2023-Dec. 2022 &amp; Jan. 2023 Meeting &amp; Membership</b>	<b>\$ 974.00</b>
<b>02/06/2023-January 2023 Meeting &amp; Membership</b>	<b>790.00</b>
<b>04/04/2023-Membership</b>	<b>30.00</b>
<b>Total Income:</b>	<b>\$1,794.00</b>

**Expenses:**

<b>01/25/2023-Richard's Pub-January Meeting</b>	<b>\$1,058.89</b>
<b>01/25/2023-Richard's Pub-January Meeting-Tip</b>	<b>214.61</b>
<b>01/24/2023-Returned Checks and Fees-Fraud</b>	<b>126.00</b>
<b>02/10/2023-Richard's Pub-May Meeting Deposit</b>	<b>100.00</b>
<b>02/15/2023-Mouseworks Invoice for Services</b>	<b>21.99</b>
<b>04/07/2023-Mouseworks Annual Service</b>	<b>169.00</b>
<b>Total Expenses:</b>	<b>\$1,690.49</b>

<b>Current Balance (as of April 30, 2023)</b>	<b>\$20,351.37</b>
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**Respectfully submitted,**



**Jo Anne Santos**

**Executive Board Member, Rhode Island Tax Collector's Association**



## **Rosemarie Silva**

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**From:** Matthew Helfand <MHelfand@portsmouthri.com>  
**Sent:** Wednesday, January 25, 2023 1:14 PM  
**To:** Rosemarie Silva; JSantos@charlestownri.org  
**Subject:** Fundraisers for scholarships

Good seeing you this morning.

The major revenue producer for the Assessor's Association is from when we host the Northeast Regional conference usually every 5-7 years. That typically brings in \$9,000 to \$10,000 which is earmarked for education. We use it for scholarships and it also helps underwrite when we offer IAAO courses.

We also have a 50/50 raffle at each quarterly meeting and sometimes we have drawings for gift baskets etc.

Also, dues and profits from meetings are sometimes used.

The scholarships are just for registration fees.

Hope this helps, any other questions, just let me know.

Matthew A Helfand RICA/RICTC  
Tax Assessor/Collector  
Town of Portsmouth  
401-683-1536



# Unclaimed Property

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Office of General Treasurer James A. Diossa

# What is Unclaimed Property

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- Unclaimed property consists of abandoned financial assets such as checking and savings accounts, unpaid wages, securities, life insurance payouts, uncashed checks, and the proceeds of safe deposit boxes that are without activity for a certain period of time. It does not include real estate or vehicles

# DEFINITIONS

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- Holder: An entity who is in possession of property belonging to another or is indebted to another on an obligation.
- Owner: Person who has a legal right or equitable interest in the unclaimed property.
- Due Diligence: The use of reasonable and prudent methods under particular circumstances to locate apparent owners of inactive accounts.

# Common Types of Unclaimed Property

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- Payroll checks
- Accounts payable checks
- Refund checks
- Cashier's checks
- Insurance proceeds
- Securities
- Money orders
- Accounts receivable credit balances
- Utility deposits
- Bank accounts
- Travelers checks
- Safe deposit contents

# Holder's Benefit

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- The obligation is removed from the company's books and records forever
- The liability is transferred to the state
- The holder is following state law
- <http://webserver.rilin.state.ri.us/Statutes/TITLE33/33-21.1/INDEX.HTM>

# ***Most Common Unclaimed Property Myths***

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- Myth #1 – My organization does not have any unclaimed property.
- Myth #2 – My organization is only required to report to our state of domicile or to states in which we actively conduct business.
- Myth #3 – Unclaimed property reporting is voluntary.
- ALL companies/Agencies/Non-profits/cities and towns have an unclaimed property liability.
  - Any entity in possession of property belonging to another is potentially a **Holder** of unclaimed property

# ***What are the Holders' responsibilities?***

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1. Identify potential unclaimed property
2. Perform due diligence
3. Report and remit the property to the appropriate States
4. Know the laws of the entitled States



# *Due Diligence Checklist to the Owner*

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- Send a letter
- Inform about property, pending dormancy, and reporting to the state
- How to claim or re-establish an account
- Provide a deadline
- Provide contact information to claim or ask questions
- Provide contact information for claiming the funds from the state later

# **FILE AN ANNUAL REPORT & REMIT PROPERTY**

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- How to report
- Best reporting practices
- Common reporting errors
- Data integrity issues

# *Electronic Holder Reporting*

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- NAUPA format required
- FREE reporting software is available- HSRPRO and Manually via [www.findrimoney.com](http://www.findrimoney.com)
- Accepted business practice
- Shorten the time that it takes to process holder reports
- Reduces errors
- Less misspellings

# REPORTING RESOURCES

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- State unclaimed property programs accept the following free reporting software in a basic version available from:
- HRS Pro Web Standard Edition
- <https://hrspro.unclaimedproperty.com/>

# BEST PRACTICES

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- Provide all required information
- Full name and last known address (if known) for all owners
- Social security number or Tax ID
- Date of birth
- Last transaction date
- Use correct property, owner and relationship codes
- Review reports thoroughly prior to submission for accuracy and completeness
- Be sure the amount on the report and the amount on the check match
- One check for all cash property on the report
- Make check payable to state
- Provide contact information for the person who can best answer questions about the report

# PROPERTY REPORTED IN ERROR

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- An error is a property that has been improperly reported to the state.
- The property needs to be returned to the reporting organization for reinstatement to the customer's account

## WHAT IS A HOLDER REIMBURSEMENT?

- Return of monies to the holder after the annual Unclaimed Property Report has been filed and the money has been received by the state



Form also available at NAUPA's Web site [www.unclaimed.org](http://www.unclaimed.org)

## HOLDER REQUEST FOR REIMBURSEMENT

State of \_\_\_\_\_ Report Year \_\_\_\_\_

### PART I HOLDER INFORMATION

Holder Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Tax ID# \_\_\_\_\_ Contact \_\_\_\_\_ Contact Telephone No. \_\_\_\_\_

### PART II CLAIM INFORMATION

Property Code \_\_\_\_\_ Acct. Reference No. (If Aggregate – Specify) \_\_\_\_\_ Date Pd. To Owner/Acct. Reactivated \* \_\_\_\_\_ Amount Paid \_\_\_\_\_

Owner's Name (Exactly as on Report) \_\_\_\_\_ Owner's Address (As Listed on Report) \_\_\_\_\_

Claimant's Name & Address (If Different than Owner) \_\_\_\_\_

**\*IF AMOUNT WAS REMITTED IN ERROR, ATTACH A  
SEPARATE SHEET DETAILING THE ERROR**

**Total Request for Reimbursement: \$ \_\_\_\_\_**

### PART III HOLDER CERTIFICATION

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 2017

Notary: \_\_\_\_\_

My commission expires: \_\_\_\_\_

I, \_\_\_\_\_ a duly authorized representative of the holder listed above, do hereby certify that the above listed funds, or other property which was listed in the Report filed by the holder, have been paid to the rightful owner(s) or their appointed representative. I agree, upon payment of the above-described property to indemnify the State and hold it harmless from all claims and loss, demands, costs, and other expenses which the State may sustain by reason returning property to the holder and by reason further of its refusal to pay the property to any other person or persons:

Name and Title of Holder Representative (type or print) \_\_\_\_\_

Signature of Holder Representative \_\_\_\_\_ Date \_\_\_\_\_

# Negative Holder Report Manual report

The screenshot shows the Rhode Island Unclaimed Property website. The header includes the text 'This is YOUR MONEY' and 'RI UNCLAIMED PROPERTY' with the Treasurer James A. DiOSSa's name. Navigation tabs for CLAIMING PROPERTY, REPORTING PROPERTY, and ABOUT are visible. The main content area is titled 'SUBMIT A HOLDER REPORT:' and contains two options: 'I have created my NAUPA Report file or have nothing to report' with an 'UPLOAD A REPORT' button, and 'I need to create a report' with an 'ENTER A MANUAL REPORT' button. A footer navigation bar includes links for Unclaimed Property, Holder Reporting, About, and Contact Us, along with the Rhode Island state logo.

Rhode Island Unclaimed Property - Office

FindItMoney.com/app/submit-a-report

Home Settings Help

Rhode Island Unclaimed Property - Report

CLAIMING PROPERTY REPORTING PROPERTY ABOUT

Treasurer James A. DiOSSa

**SUBMIT A HOLDER REPORT:**

**I have created my NAUPA Report file or have nothing to report**

If you have already created your NAUPA report and simply need to submit it, or have a **negative** report to submit, click the button below.

**UPLOAD A REPORT**

**I need to create a report**

If you do not have access to reporting software and wish to create a manual report, click the button below. Once you click the button, you will be redirected to another tab to manually enter each owner and property.

**ENTER A MANUAL REPORT**

Unclaimed Property Search for Unclaimed Properties

Holder Reporting Submit a Report

About Contact Us

RHODE ISLAND

• [www.FindItMoney.com](http://www.FindItMoney.com)



# Dormancy Periods

- Rhode Island law requires that businesses review their books and records each year to determine if any accounts might be considered “dormant” and therefore unclaimed.

The dormancy period varies by property type.

### Dormancy Periods:

Type	Term
Most Uncashed Checks	3 Years
Payroll Checks	1 Year
Bank Accounts	3 Years
Matured CD's	6 Years
Safe Deposit Boxes	3 Years
Court Deposits	1 Year
Insurance Proceeds	3 Years
Shares of Stock	5 Years
Dividends and Stock	3 Years
Funds for Liquidated or Un-surrendered Shares	1 Year
Matured Bond Principal	3 Years
Refunds or Rebates	6 Months
Utility Deposits	1 Year
All Undefined Property	3 Years

# Contact Info

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- [www.findrimoney.com](http://www.findrimoney.com)
- [ups@treasury.ri.gov](mailto:ups@treasury.ri.gov)
- Unclaimed Property - 50 Service Ave. Warwick RI 02886
- 401-462-7676
- JP Law
- <http://webserver.rilin.state.ri.us/Statutes/TITLE33/33-21.1/INDEX.HTM>



# Manual Online Reporting

## Purpose

Available on the State Website (SWS), Manual Online Reporting, or MOR for short, is a free, basic holder reporting tool intended for holders that have relatively few properties to report. Each property and owner must be manually entered, but there is technically not a limit on the number of properties or owners that can be entered on a report using MOR.

## Steps

1. To access MOR, navigate to SWS, then **select Holder Reporting**. Once on the SUBMIT A HOLDER REPORT page, **select Enter a Manual Report**

**SUBMIT A HOLDER REPORT:**

**I have created my NAUPA report**  
If you have already created your NAUPA report and simply need to submit it, click the button below.

**UPLOAD A REPORT**

**I need to create my NAUPA report**  
If you need to create your NAUPA report before submitting it to the state, click the button below. This will open in another tab and will require you to manually enter each owner and property.

**ENTER A MANUAL REPORT**

2. You are now on the BEGIN SUBMISSION page. Start **by entering your email** under the Register section to begin a new MOR session. If you already started a report and retained the Secret Key, **enter your email and Secret Key under the Login section**

**BEGIN SUBMISSION**

**REGISTER**  
If you are beginning a new submission, enter your email address below and click "Register":

Email:

**Register**

**LOGIN**  
If you have a new secret key or are continuing a report already in-progress, enter your email address and secret key and click "Login":

Email:

Secret Key:

**Login**



**WARNING: IN PROGRESS WORK FOUND**

If you want to revert your saved work, click Go Back and Enter Secret Key. If you choose to clear your previous work in progress and begin a new submission, click Continue and Lose Prior Work.

[Go Back and Enter Secret Key](#) [Continue and Lose Prior Work](#)

2b. If you already have a session in progress under your email address, you will be informed of this other session. From here, you can access it using your Secret Key, or start over.

**YOUR SECRET KEY**

**WARNING:** There is no way for the state to retrieve your secret key. If you lose your key, you will not be able to return and continue in-progress work.

You will be asked to login with your new credentials on the next page!

PLEASE SAVE/COPY/PRINT THIS SECRET KEY AND EMAIL BEFORE CONTINUING WITH YOUR SUBMISSION:

Email: test@test.com

Secret Key: a05b3e21-1891-4725-a7a5-b91d42630880

Your secret key will be different than the one in this example

[Print Key](#)

[Continue >](#)

2a. If you are registering, you will be presented with your Secret Key on the next page. There is an option to print the Secret Key if needed. (NOTE: THERE IS NO WAY TO RETRIEVE YOUR SECRET KEY IF IT IS LOST. DO NOT LOSE YOUR SECRET KEY OR YOU WILL LOSE YOUR ENTRIES AND BE FORCED TO START OVER)





3. After registering, you will be on the ENTER HOLDER INFORMATION page. Begin the process of submitting a report by **entering your holder information**. (Note: An asterisk (\*) designates a required field). After completing your Holder Information, **click Save**

ENTER HOLDER INFORMATION

Save

Holder Information

Please enter all required information below

\* Holder Name:

\* Holder Tax ID:

\* Incorporated State:

- Select an Option -

\* Incorporated Date:

MM

DD

YY

NAICS Code Charter:

- Select an Option -

4. You will then be on the MAIN PAGE where you can create property/owner records and edit your holder information. To begin adding a new property/owner record, **click Create a Record**

MAIN PAGE

Final Review ▶

Each 'Record' should contain an owner or owners of one or more properties. A 'Record' is an association between owners and properties. Once you are finished entering a property for an owner(s), create a new 'Record' for the next owner(s) and property.

Holder Info:

Holder Name: Bank of Joel

Holder Tax ID: 115792432

Edit Holder

Summary:

No. of Records: 0

No. of Owners: 0

No. of Properties: 0

There are currently 0 records created. To create an owner record, please click "Create A Record".

Create A Record

5. You are now on the OWNERS page. Begin creating a Property/Owner record by selecting **Add New Owner to Record**. (NOTE: As you enter owners and properties, summary information for the record is updated at the bottom of the screen)

OWNERS

Go To Properties

Owners on this Record:

Owner	Owner Name	Owner Address	Relationship Code	Edit
No owners added to this record yet				

Add New Owner to Record

Record #1 Summary:

# of Owners: 0

# of Properties: 0

Primary Owner:

Total Cash Reported: \$0.00

Total Shares: 0



6. After selecting **Add New Owner to Record**, the page will expand with the fields to enter an owner. **Enter the information in the provided fields.** When finished, **click Save**

[◀ Back To Main](#)

OWNERS

[Go To Properties ▶](#)

Owners on this Record:

Owner	Owner Name	Owner Address	Relationship Code	Edit
No owners added to this record yet				

Owner Information

Please enter the following information to add an owner to this record

\* Last/Business Name:

☐ This is a Business

First Name:

Middle Name:

Prefix:

- Select an Option -

▼

Cancel

Save





7. After clicking **Save**, a new Owner record will display in the *Owners on this Record* section. To edit the information about this owner, **click Edit**, make the necessary changes, and **click Save**. If you would like to add additional owners, **click Add New Owner to Record** and repeat step 6. If this is the only owner on the property, **click Go to Properties**

[◀ Back To Main](#)

OWNERS

[Go To Properties ▶](#)

Owners on this Record:

Owner	Owner Name	Owner Address	Relationship Code	Edit
Primary	Jim Johnson	123 Test	SO	<a href="#">Edit</a>

[Add New Owner to Record](#)

8. You are now on the PROPERTIES page. To add property information, **click Add New Property**

[◀ Go To Owners](#)

PROPERTIES

[Go To Main ▶](#)

Properties on this Record:

Property	Property Type	Cash Value	Number of Shares	Edit
No properties added to this record yet				

[Add New Property](#)



9. Select the Property type for this record from the drop down. *NOTE: The property type selected will impact the fields that display. For example, if you select choose a cash only property, different fields will display than if a tangible or securities property is selected. Required fields are indicated with an asterisk*

Property Information

Please enter the following information to add a property to this record

\* Property Type: ?

- Please select an option -

Cancel

Save

Examples:

### AC01 Property

Property Information

Please enter the following information to add a property to this record

\* Property Type: ?

Checking Accounts - AC01

Cancel

Save

### SD01 Property

\* Property Type: ?

SD Box Contents - SD01

### SC12 Property

\* Property Type: ?

Underlying Shares or other Outstanding Certificates - SC12



10. After a property type code is selected, *fill in the property information*. When finished *click Save*

\* Property Type: ?  
Underlying Shares or other Outstanding Certificates - SC12

\* Starting Transaction Date: ?  
MM DD YY

\* Stock Issue Name:

\* Stock CUSIP:

\* Number of Shares:

Number of Added Shares:

Number of Deleted Shares:

11. To add additional properties to this record, select **Add New Property** and repeat step 9. To edit information about the property you just entered, click **Edit**, update the necessary data, then click **Save**. To complete this record and either submit your report or add additional records, click **Go To Main**

Go To Owners

PROPERTIES

Go To Main

Properties on this Record:

Property	Property Type	Cash Value	Number of Shares	Edit
1	AC01	\$100.00	N/A	Edit

Add New Property



12. If you have additional records to enter, click **Create a Record** and repeat steps 5-11. If you are finished with entering records, click **Final Review**.

MAIN PAGE

Final Review >

Each 'Record' should contain an owner or owners of one or more properties. A 'Record' is an association between owners and properties. Once you are finished entering a property for an owner(s), create a new 'Record' for the next owner(s) and property.

Holder Info:

Edit Holder

Holder Name: Bank of Joel

Holder Tax ID: 115792432

Summary:

No. of Records: 1

No. of Owners: 1

No. of Properties: 1

Create A Record

- Record # 1

Delete

Owners:

Add / Edit Owners

Owner	Owner Name	Owner Address	Relationship Code
Primary	Jim Johnson	123 Main St	SO

Properties:

Add / Edit Properties

Property	Property Type	Cash Value	Number of Shares
1	AC01	\$100.00	N/A





13. You are now on the SUMMARY page. At the top of the page, you are given the opportunity to download and save your NAUPA file for your records. This is the **only** place where you can access and save the file and it is highly recommended that you do so. Next, confirm the summary information is correct by clicking each of the checkboxes. If any information is incorrect, return to the Main Page to modify the data until your report is correct. After confirming all of the information is correct, select **Submit**.

14. After clicking Submit, you will be reminded to download your NAUPA file. If you didn't download it previously, select **Go Back for Download** and refer to Step 13. Otherwise, select **Continue with Submission**.



15. After selecting **Continue with Submission**, you will be redirected to the FINAL REVIEW page for a success message verifying that your report was successfully submitted for processing. To print a summary of the information reported, select **Print Summary**. Otherwise, select **Done**.

NOTE: You will not be able to return to this page ever again. ×

## FINAL REVIEW

Report Successfully Submitted For Processing
Print Summary

Please click "Print Summary" if you would like to retain a copy of this page for your records.

**Holder Info:**

Holder Name: Bank of Joel
Holder Tax ID: 115792432

**Summary:**

No. of Records: 1	No. of Owners: 1	No. of Properties: 1
Cash Reported: \$100.00	No. of Shares: 0	No. of Tangibles: 0

**- Record # 1**

**Owners:**

Owner	Owner Name	Owner Address	Relationship Code
Primary	Kristi Carlow	15 Lessard St	SO

**Properties:**

Property	Property Type	Cash Value	Number of Shares	Remitted Shares
1	AC01	\$100.00	N/A	N/A

16. You have now successfully submitted your report for processing and will be redirected to the BEGIN SUBMISSION page.

## Roles & Configurations

Required Roles	Required Configurations
N/A	N/A

Relationship Codes	Description
UG	Uniform Gifts to Minors Act UG
SO	Sole Owner
JT	Joint Tenants w/ROS
PA	Payee
ES	Estate of
CF	Custodian For
IN	Insured
DF	Defendant
PO	Power of Attorney
BF	Beneficiary
TE	As Trustee For
AO	And / Or
OR	Or
AG	Agent for
UT	Uniform Transfer to Minor
CC	Co-Conservator
EX	Executor / Executrix
AF	Attorney for
JC	Joint Tenants In Common
GR	Guardian For
CN	Conservator
AD	Administrator
1	Conversion
PR	Primary
AN	And
AA	Aggregate
FB	For Benefit Of
RE	Remitter

Owner Type Codes	Description
AG	Aggregate
VP	VIP/Well known Person
PR	Primary
UN	Unknown
CO	Co-Owner
OT	Other Relationship
CP	Corporation
SA	State Agency



Town Of Johnston  
Unclaimed Property Taxes Report  
From General Fund

CHECK #	VEN #	VENDOR NAME	CHECK AMOUNT	Address 1	Address 2	City, State, Zip	Owner Type	Relationship Type	Property Type	Transaction Date
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James A. Diossa  
General Treasurer



State of Rhode Island  
OFFICE OF THE GENERAL TREASURER  
50 SERVICE AVE, 2nd FLOOR  
WARWICK, RI 02886  
401-462-7676

WIRING INSTRUCTIONS FOR:

AGENCY REQUESTING INFO: RI TREASURY - UNCLAIMED PROPERTY

AGENCY CONTACT NAME: Carol Y. Agnasvivas

PHONE NUMBER: 401-462-7676

EMAIL: [ups@treasury.ri.gov](mailto:ups@treasury.ri.gov)

BANK WIRE INSTRUCTIONS:

PAYEE NAME: STATE OF RHODE ISLAND- TAX ID #05-6000522

BANK NAME: BANK OF AMERICA

BANK ADDRESS: Government Service Center

70 Batterson Pk Rd, CT2-515-BB17

Farmington, CT 06032

ACCOUNT NUMBER: 394005725504

ACCOUNT TYPE: DDA-CHECKING ACCOUNT

TITLE OF THE ACCOUNT: STATE OF RHODE ISLAND GENERAL FUND

BANK ABA # (IF ACH) 0115-00010

BANK ABA# (IF WIRE) 0260-0959-3

BANK'S ACH COORDINATOR CHARLENE BUTTER (1-804-665-9847)

PLEASE KEEP INFORMATION SECURE then SHRED WHEN NO LONGER NEEDED

## PROPERTY TYPE CODES

Property Type Codes			
AC01	Checking Accounts	MI05	Working Interest
AC02	Savings Accounts	MI06	Bonuses
AC03	Mature CD or Save Cert	MI07	Delay Rentals
AC04	Christmas Club Funds	MI08	Shut-in Royalties
AC05	Money on deposit to secure fund	MI09	Minimum Royalties
AC06	Security Deposit	MI99	Aggregate Mineral Proceeds
AC07	Unidentified Deposit	MS01	Wages, Payroll, Salary
AC08	Suspense Accounts	MS02	Commissions
AC99	Aggregate Account Balances	MS03	Workers Compensation Benefits
CK01	Cashier's Checks	MS04	Payments For Goods & Services
CK02	Certified Checks	MS05	Customer Overpayments
CK03	Registered Checks	MS06	Unidentified Remittances
CK04	Treasurer's Checks	MS07	Unrefunded Overcharges
CK05	Drafts	MS08	Accounts Payable
CK06	Warrants	MS09	Credit Balance -- Accounts Receivable
CK07	Money Orders	MS10	Discounts Due
CK08	Traveler's Checks	MS11	Refunds Due
CK09	Foreign Exchange Checks	MS12	Unredeemed Gift Certificates
CK10	Expense Checks	MS13	Unclaimed Loan Collateral
CK11	Pension Checks	MS14	Pension & Profit Sharing
CK12	Credit Checks or Memos	MS15	Dissolution or Liquidation
CK13	Vendor Checks	MS16	Miscellaneous Outstanding Checks
CK14	Checks Written off to Income	MS17	Miscellaneous Intangible Property
CK15	Other Outstanding Official Checks	MS18	Suspense Liabilities
CK16	CD Interest Checks	MS99	Aggregate Misc Property
CK99	Aggregate Uncashed Checks	SC01	Dividends
CS01	Educational Savings Accounts - Cash	SC02	Interest (Bond Coupons)
CS02	Educational Savings Accounts - Mutual Funds	SC03	Principal Payments
CS03	Educational Savings Accounts - Securities	SC04	Equity Payments
CS04	Reserved for Educational Savings Accounts (Code reserved for future use)	SC05	Profits
CT01	Escrow Funds	SC06	Funds Paid to Purchase Shares
CT02	Condemnation Awards	SC07	Funds for Stocks & Bonds
CT03	Missing Heir's Funds	SC08	Shares of Stock (Returned by Post Office)
CT04	Suspense Accounts	SC09	Cash for Fraction Shares

CT05	Other Court Deposits	SC10	Unexchanged Stock of Successor Corp
CT99	Aggregate Court Deposit	SC11	Other Cert of Ownership
HS01	Health Savings Account	SC12	Underlying Shares or other Outstanding Certificates
HS02	Health Savings Account Investment	SC13	Funds for Liquidation / Redemption of Un-surrendered Stock or Bonds
HS03	Reserved for Health Savings Account ( <i>Code reserved for future use</i> )	SC14	Debentures
IN01	Individual Policy Benefits or Claim Payments	SC15	U S Govt Securities
IN02	Group Policy Benefits or Claim Payments	SC16	Mutual Fund Shares
IN03	Proceeds Due Beneficiaries	SC17	Warrant (Rights)
IN04	Proceeds from Matured Policies, Endowments or Annuities	SC18	Mature Bond Principal
IN05	Premium Refunds	SC19	Dividend Reinvestment Plans
IN06	Unidentified Remittances	SC20	Credit Balances
IN07	Other Amounts Due Under Policy Terms	SC99	Aggregate Security Related Cash
IN08	Agent Credit Balances	SD01	SD Box Contents
IN99	Aggregate Insurance Property	SD02	Other Safekeeping
IR01	Traditional IRA - Cash	SD03	Other Tangible Property
IR02	Traditional IRA - Mutual Funds	TR01	Paying Agent Account
IR03	Traditional IRA - Securities	TR02	Undelivered or Uncashed Dividends
IR04	Reserved for Traditional IRA, SEP IRA, SARSEP IRA, and SIMPLE IRA ( <i>Code reserved for future use</i> )	TR03	Funds held in Fiduciary Capacity
IR05	Roth IRA - Cash	TR04	Escrow Accounts
IR06	Roth IRA - Mutual Funds	TR05	Trust Vouchers
IR07	Roth IRA - Securities	TR99	Aggregate Trust Property
IR08	Reserved for Roth IRA ( <i>Code reserved for future use</i> )	UT01	Utility Deposits
IR09	IRA Other - Reserved 1 ( <i>Code reserved for future IRA use</i> )	UT02	Membership Fees
IR10	IRA Other - Reserved 2 ( <i>Code reserved for future IRA use</i> )	UT03	Refunds or Rebates
MI01	Net Revenue Interest	UT04	Capital Credit Distributions
MI02	Royalties	UT99	Aggregate Utilities
MI03	Overriding Royalties	ZZZZ	Properties Not Identified Above