

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF TEXAS**

**INSTRUCTIONS FOR SUBMISSION OF AN APPLICATION  
FOR PAYMENT OF UNCLAIMED FUNDS**

If the applicant is an individual, attach a photocopy of your current driver's license. If you do not have a current valid driver's license, other identification which contains a photograph and current address AND a copy of your social security card is required. [The license or other documents provide proof of ownership of unclaimed funds]. *SEE PRIVACY NOTE BELOW.*

If the applicant is a corporation, attach documents which establish the right to payment or, if the applicant is not the original corporate creditor, documents which establish the proper chain of ownership of the claim from the original corporate creditor.

**For all applicants:**

1. Submit a completed Application directly to the Court. See Attachment (1).
2. Attach to the Application a certificate of service evidencing that a copy of the Application has been mailed to the proper office of the United States Attorney for the Eastern District of Texas (as determined by the case number) pursuant to Title 28 U.S.C. §2042. Notice to the United States Attorney is required in ALL instances. See Attachment (2).
3. Attach a proposed Order. See Attachment (3).
4. Attach proof of ownership as described above. This is particularly important when the applicant is different from the payee listed in the Court's records; additional information must be included which proves ownership by the applicant.
5. Mail a copy of the entire application packet to the United States Attorney's Office for the division indicated in the case number.

For claimants in multiple cases, a separate Application must be prepared for each case with all the above requirements attached to each Application.

All indications of fraud will be promptly forwarded to the United States Attorney for review.

***Privacy Note:*** Because documents filed with the Court are available through the Internet, the Court is committed to the protection of personal identification information. Therefore, it is recommended that an individual applicant's driver's license number contained in the Application be blacked out for privacy considerations. It is also recommended that all but the last four digits of a Social Security number be blackened, for the same privacy reasons.

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF TEXAS**

IN RE:

_____ Debtor
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_____ Bankruptcy Case Number
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**APPLICATION FOR PAYMENT OF UNCLAIMED FUNDS**

Comes now the Claimant identified below to make Application for an Order authorizing payment of unclaimed funds now on deposit in the Treasury of the United States for the benefit of Claimant. Claimant was a creditor/debtor in the above captioned bankruptcy case and has not received payment of these funds which are due and owing to the Claimant. Claimant further states that Claimant is:

NAME OF CLAIMANT: _____ MAILING ADDRESS: _____ _____ CITY: _____ STATE: _____ ZIP: _____
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and that a dividend in the amount of \$ \_\_\_\_\_ was awarded in this case which dividend is currently unclaimed and held by the Clerk of Court.

Claimant certifies under penalty of perjury that all statements made by Claimant on this Application and any attachments required for this Application are, to the best of Claimant's knowledge, true and correct. Accordingly, Claimant requests the Court to enter an Order authorizing payment of the pro rata dividend due upon this claim.

Date: _____	_____ Claimant's Signature
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Mail to: United States Bankruptcy Court  
110 N. College Avenue, 8th Floor  
Tyler, TX 75702

**CERTIFICATE OF SERVICE**

In accordance with Title 28 U.S.C. Section 2042, the undersigned hereby certifies that on the date designated below a true copy of this application with all required attachments was mailed to [check one as applicable]:

For all cases in **Beaumont & Lufkin** divisions (five-digit case number beginning with 1 or 9):

Office of the United States Attorney  
Eastern District of Texas  
Attn: Unclaimed Funds Requests  
350 Magnolia Avenue, Suite 150  
Beaumont, TX 77701-2248

For all cases in **Marshall & Tyler** divisions (five-digit case number beginning with 2 or 6):

Office of the United States Attorney  
Eastern District of Texas  
Attn: Unclaimed Funds Requests  
110 North College Avenue, Suite 700  
Tyler, TX 75702-0204

For all cases in **Paris, Sherman, & Texarkana** divisions (five-digit case number beginning with 3, 4 or 5):

Office of the United States Attorney  
Eastern District of Texas  
Attn: Unclaimed Funds Requests  
101 East Park Boulevard, Suite 500  
Plano, Texas 75074-8858

Date: _____	_____
	Claimant's Signature

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF TEXAS**

**IN RE:**

<hr style="width: 80%; margin: auto;"/> <p>Debtor</p>
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<hr style="width: 80%; margin: auto;"/> <p>Bankruptcy Case Number</p>
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**ORDER GRANTING APPLICATION FOR PAYMENT  
OF UNCLAIMED FUNDS**

The Court having considered the Application for Payment of Unclaimed Funds filed by:

NAME OF CLAIMANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

for payment of a dividend from unclaimed funds in the amount of \$ \_\_\_\_\_

and, it appearing to the Court that the Claimant is entitled to receive payment, and, these funds are now on deposit in the Treasury of the United States, and that proper notice of the Application was given to the United States Attorney for the Eastern District of Texas pursuant to Title 28 U.S.C. Section 2042,

**IT IS THEREFORE ORDERED** that the Clerk of the Bankruptcy Court direct the issuance of a draft upon the Treasury of the United States in the amount stated above and payable to the Claimant.

\_\_\_\_\_  
UNITED STATES BANKRUPTCY JUDGE