

Petition for Unclaimed Refund - Employer

**This is a claim to recover unclaimed excess contributions received by the
Division of Employment and Training Services as defined in 8 AAC 85.490**

Employer's business name:	Alaska Employer Account Number:	Amount of refund:
Owner's name:		Federal Identification Number or Social Security Number:
1. Name and address of person claiming property: _____ _____ _____ _____ 2. Claimant's telephone number: _____ _____	4. Check the box to show why you are entitled to make this claim: <input type="checkbox"/> A. I am the owner named above. <input type="checkbox"/> B. I am the guardian, executor, administrator or other representative. <input type="checkbox"/> C. The property became distributable to me in probate proceedings. <input type="checkbox"/> D. I am heir and survivor and there has been no probate of the owner's estate. <input type="checkbox"/> E. Other: _____ _____ _____ _____	
3. List document(s) that you have enclosed as proof of claim. See instructions for type of proof needed. _____ _____ _____ _____	5. Give previous address of employer or employee (also required if owner is deceased): _____ _____ _____ _____	
	6. If owner is deceased, give the following: Date of death: _____ Domicile at death: _____ <div style="display: flex; justify-content: space-between; width: 100%;"> City State </div>	

CERTIFICATION:

I declare under penalty of perjury that this petition, including any attachment, has been examined by me, and that to the best of my knowledge and belief, it is true, correct, and complete. I further certify that upon payment of this claim, I will indemnify and hold harmless the State of Alaska, its officers and employees from any other valid claims from said property.

Signature of claimant: _____ **Date:** _____

THIS SECTION FOR ES TAX USE ONLY:

Approved **Send to:** **Claimant address**
 Not approved **Owner's address** **Amount: \$** _____

Signature of Accounting Supervisor: _____ **Date:** _____

Signature of Chief of Tax: _____ **Date:** _____

Explanation: _____

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HOW TO PROVIDE PROOF OF OWNERSHIP

You must provide us with proof of ownership AND proof of identification before we can process your claim. This proof must show the claimant is legally entitled to receive payment.

EXAMPLES OF OWNERSHIP PROOF

- ❑ Cancelled check made payable to this agency for quarterly taxes
- ❑ Copy of a Quarterly Report submitted to this agency (Form TQ01)
- ❑ Any document received from this agency, showing owner identity

AND

PROOF OF IDENTIFICATION

- ❑ Owner's social security card (copy accepted)
- ❑ Claimant's social security number
- ❑ Claimant's drivers license or State identification card

IF OWNER IS DECEASED, you must attach a copy of the death certificate and legal document (Will, letters testamentary, etc.) that proves your right to the owner's property. (NOTE: A Power of Attorney ceases to be in effect upon death.) You must also provide proof that the owner had a right to that property. This must be proof of a business relationship between that owner and the agency, as shown by the examples listed above.

IF OWNER IS INCOMPETENT, you must attach a copy of the Power of Attorney or other legal document that proves your right to the owner's property. You must also provide proof that the owner has the right to that property. This must be proof of a business relationship between that owner and the agency, as shown by the examples listed above.

Under certain circumstances, additional proof may be required.

Submit request and proof to:

Alaska Department of Labor and Workforce Development
Employment Security Tax
Attention: Accounting Supervisor
P.O. Box 115509
Juneau, AK 99811-5509