

# KANSAS

## INDIVIDUAL SAFE DEPOSIT BOX INVENTORY

Format this sheet must be completed for each box. Attach the original to your Summary of Unclaimed Property (page 10) & include a copy with the contents.

Bank Name \_\_\_\_\_ Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name

<b>BOX INFORMATION</b>			
Box Number _____	Branch Name _____	Abandonment Date _____	
Drill Fee _____	Rent Fee _____	Total Due Bank _____	<i>Do not remove money from the contents to pay bank fees. If money is recovered we will reimburse your fees at a later date.</i>

<b>OWNER INFORMATION</b>			
Renter 1 _____	SSN _____	Renter 3 _____	Name _____ SSN _____
Renter 2 _____	SSN _____	Renter 4 _____	Name _____ SSN _____
Last Known Address _____		City _____	State _____ Zip _____
<input type="checkbox"/>	Relationship Code (from page 9) Our office uses this code to determine how to pay claims. If left blank, we will assume OR and any Renter above can claim the contents.		

The bottom of this form needs to be completed if your bank DOES NOT have its own itemized inventory form. If you have an itemized inventory form, attach it to this sheet and only fill out the Box information and Owner information above.

<b>Documents in Box (check all that apply)</b>		
<input type="checkbox"/> Misc Vital Statistics (Birth, Death Marriage)	<input type="checkbox"/> Misc Legal (Will, Divorce, Adoption)	<input type="checkbox"/> US Savings Bonds - Total Number _____
<input type="checkbox"/> Misc Media and/or Photos (Disks, CD's, Negatives)	<input type="checkbox"/> Misc Military (Service, Discharge)	<input type="checkbox"/> Stock Certificates - Total Number _____
<input type="checkbox"/> Misc Documents (Cards, Letters, School Records, etc.)	<input type="checkbox"/> Misc Banking and/or Insurance (Statements, Policies, Checks)	

<b>Coins in Box (Must be counted if loose. Itemize rolls, sets, collectibles below)</b>		<b>Currency in Box (If rare/unique itemize below)</b>	
Pennies _____	Half Dollars _____	\$ 1 Bills _____	\$ 20 Bills _____
Nickels _____	Dollar Coins _____	\$ 2 Bills _____	\$ 50 Bills _____
Dimes _____	Foreign Coins _____	\$ 5 Bills _____	\$ 100 Bills _____
Quarters _____	Unidentified _____	\$ 10 Bills _____	Foreign Bills _____

<b>Items not listed above (jewelry, stamps, sports cards, silverware, coin books, etc). May continue on reverse.</b>	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Package your items carefully. Glass, loose coin, pocket watches, and other fragile items need to be secured for shipment.