



ABANDONED PROPERTY NOTICE

DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

RESIDENT'S POST OFFICE BOX (IF KNOWN): _____

FORWARDING ADDRESS LEFT BY RESIDENT: _____

You are hereby notified that the undersigned owner/agent reasonably believes you have abandoned goods or personal property at the above described premises. These goods or personal property are being held in a place of safekeeping. The owner/agent shall not be responsible for any loss to the resident resulting from storage of property in compliance with the statute unless the loss is caused by the owner/agent's deliberate or negligent act. The abandoned property is generally described as follows:

LOCATION OF PROPERTY: _____

You are hereby notified that you must contact the owner/agent and arrange for the removal of the personal property from the location identified above by no later than _____ (not less than five days after personal delivery of this notice or eight days after mailing first class to the premises, any actually known P.O. Box and any actually known forwarding address) or the property will be sold or otherwise disposed of. If you give actual notice to the owner/agent prior to the expiration date set forth above of your intention to remove the property, the date for disposal or sale will be extended 15 additional days from the date of your notice. If the property is not removed: the owner/agent may sell the property at a public or private sale; or the owner/agent may destroy or otherwise dispose of the property if the owner/agent reasonably determines that the value of the property is so low that the cost of storage and conducting a public sale probably exceeds the amount that would be realized from the sale; or the owner/agent may sell certain items and destroy or otherwise dispose of the remaining property.

The owner/agent will make the property available for removal by the resident by appointment at reasonable times.

If this box is checked, the owner/agent has reasonably determined that the value of the property is less than \$500 or so low that the cost of storage and conducting a public sale probably exceeds the amount that would be realized from the sale. Therefore, owner/agent intends to dispose of the property if you do not claim it.

The owner/agent is entitled to the cost of storage and any costs of removal of the personal property to the place of storage. The owner/agent may require payment of removal and storage charges prior to releasing the personal property unless the tenant has been removed by the sheriff. In such event the owner/agent will make the property available for removal by the tenant without any prior payment of costs, charges or other sums.

Owner/Agent _____

Address _____ Telephone _____