

Unclaimed Money

GUIDELINES FOR MAKING A CLAIM

23 April 2024

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Introduction

Unclaimed moneys are funds that are due to a person, company or organisation that have not been received or claimed and, after a statutory period of time, become unclaimed.

The Minister for Finance is the holder of unclaimed money in Tasmania under the provisions of the *Unclaimed Money Act 2015*.

The purpose of the Unclaimed Money Act is to protect the interests of the owners of unclaimed money and to ensure that this money is managed in an efficient and effective manner.

These Guidelines are written to guide users on the application of the relevant provisions of the Unclaimed Money Act. Please refer directly to the Act to ascertain your statutory entitlements and obligations under the Act.

What funds are held?

Treasury holds unclaimed money belonging to individuals in relation to:

- RBF Superannuation;
- General Unclaimed Money (e.g. rent, wages, insurance, dividends or shares) equal or greater than \$50 (a lower threshold applied to money lodged with the responsible minister prior to 1 July 2016);
- Unclaimed money paid into a court in Tasmania;
- Lottery Money;
- Betfair Money; and
- UBET (previously TOTE) Money.

What funds aren't held?

Unclaimed superannuation from an Australian Government or private sector fund unclaimed since 1 July 2007 and unclaimed money from banks, building societies, credit unions and friendly societies since 1992 are held by other agencies. See page 5 for details.

Prior to the above dates, Treasury was responsible for receiving all unclaimed superannuation and savings account money and still holds some older funds.

How to make a claim

If you believe that you are the legal owner of unclaimed money held by Treasury and wish to make a claim, you must complete the appropriate claim form and provide 100 points of proof of identity.

Claim forms can be found on the Treasury website at www.treasury.tas.gov.au:

- Claim Form 1 for Superannuation
- Claim Form 2 for General Unclaimed Money
- Claim Form 3 for Lottery Money
- Claim Form 4 for Betfair Money
- Claim Form 5 for UBET (previously TOTE) Money.

You may need to provide additional supporting documentation depending on the type of claim.

Information that may help you to complete the claim form:

- Attachment A “Information on proof of identity”
- Attachment B “Certified copies of documents”.

Contact us

If you wish to inquire about unclaimed money in Tasmania please contact:

Email: unclaimed.money@treasury.tas.gov.au
Telephone: (03) 6145 5443
Mail: Government Finance and Accounting Branch
Department of Treasury and Finance
GPO Box 147
HOBART TAS 7001
Visit: Department of Treasury and Finance
21 Murray Street, Hobart

Other organisations that hold unclaimed money

If you are unable to find your money with us, another State, Territory or Australian Government agency may be holding your money:

- The Australian Tax Office administers unclaimed superannuation <http://www.ato.gov.au>.
- The Australian Securities and Investments Commission administers unclaimed bank money <https://www.moneysmart.gov.au/tools-and-resources/find-unclaimed-money>.
- The Fair Work Ombudsman administers unpaid wages <https://www.fairwork.gov.au/how-we-will-help/helping-the-community/search-for-unpaid-wages>
- ACT Public Trustee www.publictrustee.act.gov.au/
- Department of Treasury, Western Australia www.treasury.wa.gov.au
- Public Trustee of Queensland www.pt.qld.gov.au/
- NSW Office of State Revenue www.osr.nsw.gov.au
- Department of Treasury and Finance, South Australia www.treasury.sa.gov.au
- State Revenue Office, Victoria www.sro.vic.gov.au/
- Department of Treasury and Finance, Northern Territory www.nt.gov.au/ntt

ATTACHMENT A

INFORMATION ON PROOF OF IDENTITY

When you lodge your claim form you must provide documents (total value equal to 100 points) from the following list that proves your identity. Each identification document must be certified as a “true copy of the original” and signed by the person who signs the declaration on the claim form.

IDENTIFICATION	POINTS
PRIMARY DOCUMENTS	
(Only one document from this group is allowed)	• Birth Certificate 70
	• Passport 70
	• Citizenship Certificate 70
SECONDARY DOCUMENTS	
Name of signatory verified from the following, but only where they contain a photograph or signature that can be matched to the signatory:	• An identification card issued by the Australian Government or a State/Territory government as evidence of the signatory’s entitlement to a financial benefit 40
	• A licence issued under law (eg a driver’s licence) 40
	• A public sector employee identification card 40
	• An identification card issued by a tertiary institution 40
	• Marriage Certificate 40
	• Divorce papers 40
	• Title or deed to Australian real estate, or registered mortgage papers on an Australian home or property 40
• Maintenance Agreement registered with the Australian Family Court or Magistrates Court 40	

INFORMATION ON PROOF OF IDENTITY continued...

IDENTIFICATION		POINTS
Name and address of signatory verified from:	<ul style="list-style-type: none">• A current employer, or an employer within the last two years	35
	<ul style="list-style-type: none">• A rating authority (eg land rates)	35
	<ul style="list-style-type: none">• The Credit Reference Association of Australia (subject to <i>Privacy Act 1988</i>)	35
	<ul style="list-style-type: none">• Land Titles Office records	35
Name and address of signatory verified from:	<ul style="list-style-type: none">• A current life insurance policy	35
(Only one document from this group is allowed)	<ul style="list-style-type: none">• A current home contents or property insurance policy	35
	<ul style="list-style-type: none">• A current car insurance policy	35
Name and address of signatory verified from:	<ul style="list-style-type: none">• A bank account statement	35
(Only one document from this group is allowed)	<ul style="list-style-type: none">• A credit union account statement	35
	<ul style="list-style-type: none">• A building society account statement	35
	<ul style="list-style-type: none">• A finance company account statement	35

ATTACHMENT B

CERTIFIED COPIES OF DOCUMENTS

What is a certified copy?

A certified copy is a copy of an original document that has been verified as being a true copy of the original document and certified by an authorised person.

An authorised person is a Justice of the Peace, Commissioner for Declarations or, if overseas, a Notary Public. The authorised person certifying the photocopy must sight the original document and include the following details on all pages that contain information:

- the official stamp or seal of their profession or organisation,
- include the statement “This is a true copy of the document sighted by me” and;
- include the date, contact number and signature of the person certifying the copy

There are many people from a broad range of professions who can certify your documents and also witness your claim form, so finding someone shouldn't be a problem for you.

A full list can be found at

http://www.justice.tas.gov.au/commissionersfordeclarations/list_of_groups