



HORRY COUNTY GOVERNMENT
TREASURER'S OFFICE

(843) 915-5470 | 1301 SECOND AVENUE, CONWAY, SC 29526

REQUEST FOR UNCLAIMED OR UNDELIVERABLE FUNDS

****** NOTICE ******

*** REFUNDS CANNOT BE CLAIMED BY THIRD-PARTY REPRESENTATIVES ON BEHALF OF TAXPAYERS; TAXPAYERS MUST CLAIM THEIR FUNDS DIRECTLY**

*** THE CHECKS CANNOT BE SPLIT AND THE NAMES CANNOT BE CHANGED UNLESS IT IS AN ERROR ON THE COUNTY'S BEHALF**

*** PLEASE ALLOW UP TO 3-6 WEEKS UPON RECEIVING YOUR COMPLETED FORM TO GET YOUR FUNDS BACK TO YOU**

*** THIS DOES NOT UPDATE YOUR MAILING ADDRESS WITH ANY COUNTY OFFICE(S)**

*** REQUESTS WILL NOT BE PROCESSED WITHOUT A VALID FORM OF ID. AN INDIVIDUAL WHOSE NAME IS NOT REFLECTED ON THE REFUND MUST PROVIDE DOCUMENTATION TO SUBSTANTIATE THEIR RELATIONSHIP TO THE INDIVIDUAL(S) WHO IS WHEN SUBMITTING THE REQUEST.**

ACCEPTABLE FORMS OF ID INCLUDE:

- * DRIVER'S LICENSE**
- * STATE ISSUED ID**
- * VALID PASSPORT**
- * ATTORNEY LETTER OR POWER OF ATTORNEY STATING THE RELATIONSHIP**
- * ARTICLES OF ORGANIZATION IF UNDER A BUSINESS NAME**



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PLEASE NOTE: REQUESTS WILL NOT BE PROCESSED IF TERMS OF NOTICE ARE NOT FOLLOWED. CHECK "IN PERSON" IF YOU PREFER TO PICK UP YOUR REFUND DIRECTLY AT OUR CONWAY OFFICE WITH YOUR PICTURE ID. MAIL YOUR COMPLETED FORMS AND ACCEPTABLE FORMS OF ID TO:

**HORRY COUNTY TREASURER
UNCLAIMED/UNDELIVERABLE FUNDS
PO BOX 1237
CONWAY SC 29528**

LAST/FIRST OR BUSINESS NAME (PLEASE PRINT)

CURRENT MAILING ADDRESS:

MAIN PHONE:

EMAIL ADDRESS:

PREFERRED METHOD OF

RECEIVING FUNDS: ☐ **IN PERSON (CONWAY OFFICE ONLY; MUST PRESENT PHOTO ID)**

☐ **BY MAIL**

☐ **BY CHECKING THIS BOX, YOU ARE AFFIRMING THAT YOU ARE THE INDIVIDUAL AND/OR AGENT OF THE UNCLAIMED/UNDELIVERABLE FUNDS AND ARE AUTHORIZED TO MAKE THIS REQUEST**

SIGNATURE

DATE: