



Linda Siebenhaar &lt;lsiebenhaar@utah.gov&gt;

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**Re: Records Request**

1 message

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**Linda Siebenhaar** <lsiebenhaar@utah.gov>  
To: Michael.Lazar@marketsphere.com

Wed, Oct 5, 2016 at 2:23 PM

Dear Michael:

This letter is in response to your GRAMA request dated July 21, 2014 in which you requested the following records from the Office of the Utah State Auditor:

Records pertaining to any of the following types of obligations:

- Uncashed checks
- Unclaimed checks
- Unclaimed tax refunds and bonds
- Stale Dated checks
- Stale Dated or Uncashed Warrants
- Outstanding checks
- Outstanding and Refundable credit balances
- Checks Exempt from Unclaimed Property Reporting

The records you requested are records for which the Auditor's Office is not the record holder (see *Utah Code* § 63G-2-103(22)(a)). Therefore, I suggest you contact one of the following entities who I believe have control of these records:

*Utah State Division of Finance – Disbursements*

450 N. State St.  
1135 State Office Building

Salt Lake City, Utah 84114  
Phone: 801-538-3200  
FAX: 801-538-3562  
Payment Research: 801-538-3200

or

*Utah State Treasurer's Office*

*Unclaimed Property Division  
PO Box 140530*

168 N 1950 W Suite 102  
Salt Lake City, UT 84116

Phone: (801) 715-3300  
Toll Free: (888) 217-1203  
FAX: (801) 715-3309  
Email: [ucprop@utah.gov](mailto:ucprop@utah.gov)

Sincerely,

Linda Siebenhaar, Records Officer

Office of the Utah State Auditor

----- Forwarded message -----

From: "Lazar, Michael" <[michael.lazar@marketsphere.com](mailto:michael.lazar@marketsphere.com)>  
Date: Oct 3, 2016 6:50 AM  
Subject: Records Request  
To: "[ndavis@utah.gov](mailto:ndavis@utah.gov)" <[ndavis@utah.gov](mailto:ndavis@utah.gov)>  
Cc:

Good Morning,

Pursuant to the Records Access and Management Act which grants access to copies of public records, we respectfully request records pertaining to any of the following types of obligations:

- Uncashed checks
- Unclaimed checks
- Unclaimed tax refunds and bonds
- Stale Dated checks
- Stale Dated or Uncashed Warrants
- Outstanding checks
- Outstanding and Refundable credit balances
- Checks Exempt from Unclaimed Property Reporting

If some of this request is exempt from release, please release the remainder of the record which is allowed. Please provide all outstanding/uncashed/stale dated checks/properties that are greater than \$500 issued by The State Auditor's Office or affiliated departments to vendors, businesses, or agencies and issued prior to 7/31/16. For each property, please provide issue dates, payee names, addresses, and dollar amounts due. If possible, an excel document would be the desired format to receive data for all available years.

If the requested records could not be found or do not exist in your possession, please provide the contact information for the public body from which they may be requested and forward this request to them (For example, if another department issues checks on your behalf.)

We would appreciate your prompt attention to this matter and, if possible, request your response within 15 business days of receipt of this letter. We will reimburse the state for any reasonable costs associated with the provision of these documents.

Thank you for your assistance with this matter. If you have any questions concerning the above or need further clarification, please contact me at (404) 264-8545 or [Michael.Lazar@MarketSphere.com](mailto:Michael.Lazar@MarketSphere.com)

Sincerely,

Michael



3490 Piedmont Road, Suite 1025  
Atlanta, GA 30305

**Michael Lazar**

**T** 404.264.8545

**M** 571.437.0486

[Michael.Lazar@Marketsphere.com](mailto:Michael.Lazar@Marketsphere.com)

[www.unclaimedpropertyspecialists.com](http://www.unclaimedpropertyspecialists.com)

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