

## NAUPA Codes

CODE	DESCRIPTION	YEARS	CODE	DESCRIPTION	YEARS
	<b>Accounts</b>			<b>Insurance</b>	
AC01	Checking Accounts	5	IN01	Individual Policy Benefits/Claim Pmts	5
AC02	Savings Account	5	IN02	Group Policy Benefits/Claim Pmts.	5
AC03	Matured CD & Savings Certificate	5	IN03	Proceeds Due Beneficiaries	3
AC04	Christmas Club Funds	5	IN04	Proceeds Due for Matured Policies, Endowments and/or Annuities	3
AC05	Money on Deposit to Secure Fund	5	IN05	Premium Refunds	5
AC06	Security Deposit	5	IN06	Unidentified Remittances	5
AC07	Unidentified Deposits	5	IN07	Other Amts due Under Policy Terms	5
AC08	Suspense Accounts	5	IN08	Agent Credit Balances	5
AC09	Money Market	5	IN10	Demutualization funds	5
AC99	Aggregate Acct Balances under \$50	5	IN99	Aggregate Insurance under \$50	5
	<b>Checks</b>			<b>Mineral Proceeds/Interests</b>	
CK01	Cashiers Checks	5	MI01	Net Revenue Interest	5
CK02	Certified Checks	5	MI02	Royalties	5
CK03	Registered Checks	5	MI03	Overriding Royalties	5
CK04	Treasurer Checks	5	MI04	Production Payments	5
CK05	Drafts	5	MI05	Working Interest	5
CK06	Warrants	5	MI06	Bonuses	5
CK07	Money Orders	7	MI07	Delay Rentals	5
CK08	Travelers Checks	15	MI08	Shut-in Royalties	5
CK09	Foreign Exchange Checks	5	MI09	Minimum Royalties	5
CK10	Expense Checks	5	MI99	Aggregate proceeds under \$50	5
CK11	Pension Checks	5			
CK12	Credit Checks/Memos	5		<b>Misc Property</b>	
CK13	Vendor Checks	5			
CK14	Checks Written off to Income	5	MS01	Wages, Payroll	1
CK15	Outstanding Official Checks	5	MS02	Commissions	5
CK16	CD Interest Checks	5	MS03	Workers Compensation	5
CK17	Rebate or Refund Check	5	MS04	Payment of Goods/Services	5
CK99	Aggregate Checks under \$50	5	MS05	Customer Overpayments	5
			MS06	Unidentified Remittances	5
	<b>Court Deposits</b>		MS07	Un-refunded Overcharges	5
			MS08	Accounts Payable	5
CS01	Child Support (Non-Court Holder)	5	MS09	Credit Balances/Accts Receivable	3
CT01	Escrow Funds	5	MS10	Discounts Due	5
CT02	Condemnation Awards	5	MS11	Refunds Due	5
CT03	Missing Heirs Funds	5	MS13	Unclaimed Loan Collateral	5
CT04	Suspense Account	5	MS14	Pension/Profit Sharing Pis, IRA, KEOGH	3
CT05	Other Court Deposits	5	MS15	Dissolution/Liquidation	1
CT06	Public Aid Child Support Checks	5	MS16	Misc Outstanding Checks	5
CT07	Non 4-D Child Support	5	MS17	Misc Intangible Property	5
CT99	Aggregate Deposits under \$50	5	MS18	Suspense Liabilities	5
			MS19	Outdated State Warrants	1
			MS99	Aggregate Misc under \$50	5

<b>CODE</b>	<b>DESCRIPTION</b>	<b>YEARS</b>		<b>CODE</b>	<b>DESCRIPTION</b>	<b>YEARS</b>
	<b>Securities/Stock</b>				<b>Safe Deposit Box</b>	
SCo1	Dividends	3		SD01	Safe Deposit Box Contents	5
SCo2	Interest (Bond Coupons)	3				
SCo3	Principal Payments	3			<b>Trusts/Investments/Escrows</b>	
SCo4	Equity Payments	3				
SCo5	Profits	3		TR01	Paying Agents Accounts	5
SCo6	Funds Paid to Purchase Shares	3		TR02	Undelivered or Uncashed Dividends	5
SCo7	Funds for Stocks/Bonds	3		TR03	Funds Held in Fiduciary Capacity	5
SCo8	Shares of Stock (Post Office Return)	3		TR04	Escrow Accounts	5
SCo9	Cash for Fractional Shares	3		TR05	Trust Vouchers	5
SC10	Un-exchanged Stock of Successor Corp	3		TR06	Pre-Need Funeral Plans	5
SC11	Other Certificate of Ownership	3		TR99	Aggregate Under \$50	5
SC12	Underlying Shares/Outstanding Cert.	3				
SC13	Funds for Liquidation	3			<b>Utilities</b>	
SC14	Debentures	3				
SC15	US Government Securities	3		UT01	Utility Deposits	1
SC16	Mutual Fund Shares	3		UT02	Membership Fees	1
SC17	Warrants (Rights)	3		UT03	Refunds or Rebates	1
SC18	Matured Bond Principal	3		UT04	Capital Credit Distribution	1
SC19	Dividend Reinvestment Plan (DRP)	3		UT99	Aggregate under \$50	1
SC20	Credit Balances	3				
SC21	Stock Related Cash	3				
SC22	Cash in Lieu	3				
SC23	Sum of Various Stock Related Cash	3				
SC24	Money Market	3				
SC99	Aggregate Securities under \$50	3				

## Reporting Table

<b>One Year Dormancy Period: (Payroll, Wages, &amp; Utilities)</b>		
Items that were issued or had a last activity date during:	Due Diligence to be performed no later than	Date to be Reported
07/01/2006 to 06/30/2007	9/1/2008	11/1/2008
07/01/2007 to 06/30/2008	9/1/2009	11/1/2009
07/01/2008 to 06/30/2009	9/1/2010	11/1/2010
*anything prior to 7/1/2007 should have been reported already.		

<b>Three Year Dormancy Period: (Securities SC##, Credit Balances MS09, Pension/Profit Sharing MS14, Proceeds due to Matured Policies IN04)</b>		
Items that were issued or had a last activity date during:	Due Diligence to be performed no later than	Date to be Reported
07/01/2004 to 06/30/2005	9/1/2008	11/1/2008
07/01/2005 to 06/30/2006	9/1/2009	11/1/2009
07/01/2006 to 06/30/2007	9/1/2010	11/1/2010
07/01/2007 to 06/30/2008	9/1/2011	11/1/2011
*anything prior to 7/1/2005 should have been reported already.		

<b>Five Year Dormancy Period</b>		
Items that were issued or had a last activity date during:	Due Diligence to be performed no later than	Date to be Reported
07/01/2002 to 06/30/2003 to	9/1/2008	11/1/2008
07/01/2003 to 06/30/2004	9/1/2009	11/1/2009
07/01/2004 to 06/30/2005	9/1/2010	11/1/2010
07/01/2005 to 06/30/2006	9/1/2011	11/1/2011
*anything prior to 7/1/2003 should have been reported already.		

<b>Seven Year Dormancy Period: Money Orders CK07</b>		
Items that were issued or had a last activity date during:	Due Diligence to be performed no later than	Date to be Reported
07/01/2000 to 06/30/2001	9/1/2008	11/1/2008
07/01/2001 to 06/30/2002	9/1/2009	11/1/2009
07/01/2002 to 06/30/2003	9/1/2010	11/1/2010
07/01/2003 to 06/30/2004	9/1/2011	11/1/2011
*anything prior to 7/1/2001 should have been reported already.		

<b>Fifteen Year Dormancy Period: Travelers Checks CK08</b>		
Items that were issued or had a last activity date during:	Due Diligence to be performed no later than	Date to be Reported
07/01/1992 to 06/30/1993	9/1/2008	11/1/2008
07/01/1993 to 06/30/1994	9/1/2009	11/1/2009
07/01/1994 to 06/30/1995	9/1/2010	11/1/2010
07/01/1995 to 06/30/1996	9/1/2011	11/1/2011
*anything prior to 7/1/1993 should have been reported already.		