



**BETTY T. YEE**  
California State Controller  
UNCLAIMED PROPERTY DIVISION

**Notice to Holders**  
**October 2022**

**GUIDELINES FOR EXTENSION REQUESTS DUE TO HURRICANE IAN**

Businesses and agents reporting on their behalf that have been affected by Hurricane Ian may file a request to extend the deadline for Notice Reports due before November 1, 2022, in accordance with Code of Civil Procedure section 1530(d). In addition, life insurance companies and agents reporting on their behalf that have been affected by Hurricane Ian may file a request to extend the deadline for Remit Reports due between December 1 and December 15, 2022, in accordance with Code of Civil Procedure section 1532(a). Requests for extension will be considered on a case-by-case basis depending on the situation and impact to the business or agent. A formal automatic extension is not being granted under the provisions of the Unclaimed Property Law. Submit requests for extension as soon as possible.

**Who is eligible for an extension?**

Any holder or agent whose ability to submit their Notice Report before November 1, 2022, or life insurance company or agent whose ability to submit their Remit Report between December 1 and December 15, 2022, is impaired by Hurricane Ian.

**What qualifies as a condition of eligibility for an extension?**

Qualifying conditions include serious occurrences that severely limit the ability of the holder or agent to submit the specified report because of significant disruption of normal business activity, or impacts to communications, building access, transportation, or mail and parcel delivery.

**How do I submit a request for extension?**

- Complete and submit a [Holder Request for Extension of Due Date](#) form as soon as possible.
- Under Section 2, Request Information, write "Extension due to conditions of Hurricane Ian."
- Under Section 2, Reason for Extension, provide a detailed explanation for your request, referencing one of the conditions listed above.
- **Please remember to sign and date the form.**
- Submit the completed and signed form to the State Controller's Office as soon as possible:
  - Via email at [ucpreporting@sco.ca.gov](mailto:ucpreporting@sco.ca.gov).
  - Or, by mail:

State Controller's Office, Unclaimed Property Division  
P.O. Box 942850  
Sacramento, CA 94250

Contact the Reporting Unit at (916) 464-6284 or [ucpreporting@sco.ca.gov](mailto:ucpreporting@sco.ca.gov) with any questions.