

Notice of Right to Reclaim Abandoned Property



This Notice must be personally delivered or sent by first class mail, postage prepaid, to the person to be notified at his last known address and, if there is reason to believe that the notice sent to that address will not be received by that person, also delivered or sent to such other address, if any, known to the landlord where such person may reasonably be expected to receive the notice.

1. NOTICE TO FORMER TENANT:

Name and address of former tenant _____

When you vacated the premises at _____
Address of premises, including room or apartment number, if any

the following personal property remained:

You may claim this property at _____
Address where property may be claimed

Unless you pay the reasonable costs of storage and advertising, if any, for all the above-described property, and take possession of the property which you claim, no later than _____
Date - must be at least 10 days after notice is personally delivered or 15 days after notice is mailed.

the property may be disposed of pursuant to s. 715.109.

2. NOTICE TO OWNER OF PROPERTY OTHER THAN FORMER TENANT:

Name and address of person believed to be owner of property _____

When _____ vacated the premises at _____
Name of former tenant

Address of premises, including room or apartment number, if any
the following personal property remained:

If you own any of this property, you may claim it at _____
Address where property may be claimed

Unless you pay the reasonable costs of storage and advertising, if any, and take possession of the property to which you are entitled, no later than _____
Date - must be at least 10 days after notice is personally delivered or 15 days after notice is mailed.

the property may be disposed pursuant to s. 715.109.

3. NOTICE TO PERSON(S) NAMED IN PARAGRAPH 1 OR 2 ABOVE: (Check one)

If you fail to reclaim the property, it will be sold at a public sale after notice of the sale has been given by publication. You have the right to bid on the property at this sale. After the property is sold and the costs of storage, advertising, and sale are deducted, the remaining money will be paid over to the county. You may claim the remaining money at any time within 1 year after the county receives the money.

Because this property is believed to be worth less than \$500, it may be kept, sold, or destroyed without further notice if you fail to reclaim it within the time indicated above.

Signature of Landlord or Landlord's Licensee _____

Date _____

Typed or Printed Name _____

Telephone Number: _____ Address: _____

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Nonlawyer Disclosure



Instructions to Licensee: Before you begin to complete the next form, you must give this nonlawyer disclosure to the landlord or tenant for whom you are filling in the blanks. (If you are filling in the blanks for both landlord and tenant, complete two nonlawyer disclosures and give one to each.)

1. Insert your name in the first 5 blank "Name" spaces and **sign** below.
2. Have the landlord or tenant whom you are assisting complete the provision regarding her/his ability to read English, and have her/him **sign** below.
3. Give this completed disclosure to the landlord or tenant, as appropriate. Keep a copy of this completed disclosure and all forms you give to the landlord or tenant in your files for at least 6 years.

_____ told me that he/she is a nonlawyer and may not give legal
(Name)
advice, cannot tell me what my rights or remedies are, cannot tell me how to testify in court, and cannot represent me in court.

Rule 10-2.1(b) of the Rules Regulating The Florida Bar defines a paralegal as a person who works under the supervision of a member of The Florida Bar and who performs specifically delegated substantive legal work for which a member of The Florida Bar is responsible. Only persons who meet the definition may call themselves paralegals. _____ informed me that he/she is not a paralegal as defined by the
(Name)
rule and cannot call himself/herself a paralegal.

_____ told me that he/she may only type the factual information
(Name)
provided by me in writing into the blanks on the form. Except for typing, _____
(Name)
may not tell me what to put in the form and may not complete the form for me. However, if using a form approved by the Supreme Court of Florida, _____ may ask me factual questions to fill in
(Name)
the blanks on the form and may also tell me how to file the form.

Landlord or Tenant:

_____ I can read English.

_____ I cannot read English but this notice was read to me by _____
(Name)

in _____ which I understand.
(Language)

Landlord or Tenant signature

Licensee signature

Landlord or Tenant signature