



Fair
Trading

**UNCLAIMED MONEY STATEMENT UNDER SECTION 63(3) OF THE
CONVEYANCERS LICENSING ACT 2003**

UNCLAIMED TRUST MONEY HELD BY A FORMER LICENSEE
OR A PERSONAL REPRESENTATIVE OF A DECEASED LICENSEE

LICENSEE PARTICULARS	
Type of licensee	FORMER LICENSEE / DECEASED LICENSEE (strike through the type that is not applicable)
Name of the former or deceased licensee	
Licence number	
Name and signature of the person who prepared this unclaimed money statement	
Contact telephone number of the person who prepared this unclaimed money statement	
Date on which this unclaimed money statement was prepared	

PARTICULARS OF THE TRUST ACCOUNT IN WHICH THE UNCLAIMED TRUST MONEY IS HELD	
Name of the trust account	
Trust account number	
Name of the authorised deposit-taking institution at which the trust account is held	

UNCLAIMED TRUST MONEY PARTICULARS	
Name of the person for whom or on whose behalf the money is held	
Last known address of the person for whom or on whose behalf the money is held	
Amount of money held as at the date on which this unclaimed money statement was prepared	
Date on which and purpose for which the money was received by the former licensee, deceased licensee or personal representative	

PARTICULARS OF ANY PAYMENT OF THE UNCLAIMED TRUST MONEY MADE FROM THE TRUST ACCOUNT SINCE THE DATE OF THE STATEMENT MADE UNDER SECTION 63(1) OF THE CONVEYANCERS LICENSING ACT 2003	
Date of the payment	
Amount of the payment	
Name of person to whom the payment was made	
Address of the person to whom the payment was made	

EXPLANATORY NOTES

A former licensee or personal representative of a deceased licensee must prepare an unclaimed money statement under section 63(3) of the *Conveyancers Licensing Act 2003* 12 months after making a statement under section 63(1) of the *Conveyancers Licensing Act 2003*.

A former licensee or personal representative of a deceased licensee must complete an unclaimed money statement for each person for whom or on whose behalf unclaimed trust money is held.

NSW Fair Trading must receive the unclaimed money statement within 14 days after the period of 12 months has elapsed since the statement under section 63(1) of the *Conveyancers Licensing Act 2003* was made.

A former licensee or personal representative of a deceased licensee may send an unclaimed money statement by post to: NSW Fair Trading (Attention: Compensation Fund Unit), PO Box 972, PARRAMATTA, NSW 2124 or email to compensationfunds@customerservice.nsw.gov.au

When an unclaimed money statement is received, NSW Fair Trading will:

- (a) send a notice stating the particulars of the money held to the person for whom or on whose behalf the money is held; and
- (b) publish a notice stating the particulars of the money held in the New South Wales Government Gazette.

Both of the notices will state that if the money is not paid out of the trust account in which it is held within 3 months after the date of publication of the notice in the Gazette, the person holding the money will be required to pay it to the Director-General.

A former licensee or personal representative of a deceased licensee must NOT send the trust money to NSW Fair Trading unless the former licensee or personal representative of a deceased licensee has received a notice from NSW Fair Trading under section 64(3) of the *Conveyancers Licensing Act 2003*.