



OFFICE OF THE TAX COMMISSIONER

Sonya L. Jackson, Tax Commissioner

EXCESS FUNDS REQUEST FORM

To request excess funds...

1. Complete the form below.
2. Review *Documents for Excess Funds Requests* and gather needed documents.
3. Mail or email form and documents to:
 - Mail: Chatham County Tax Commissioner, Attn: Excess Funds
P.O. Box 8092
Savannah, GA 31412
 - Email: ExcessFunds@chathamcounty.org

Property Information:

Parcel ID: _____ Address: _____
Sale Date: _____ Owner(s): _____

Claimant Information:

Full Name: _____
Street Address: _____
City, State, Zip: _____
Phone Number: _____ Email: _____

Relationship to the property:

☐ Property owner ☐ Heir or beneficiary ☐ Lienholder

Explain how you are entitled to the funds:

By signing the below, I certify under penalty of perjury that:

- I am not a third-party asset recovery company or submitting on behalf of one.
- I have submitted complete and truthful information and documentation.
- I agree to return any funds if my entitlement is successfully challenged or proven invalid.
- I realize if multiple claims exist, funds may be deposited into the Superior Court to disburse.

Signature

Date



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DOCUMENTS FOR EXCESS FUNDS REQUESTS

If you are a....	You will need...								
Property Owner	<ul style="list-style-type: none"> • Government-issued photo ID 								
Property Owner – Business	<ul style="list-style-type: none"> • Government-issued photo ID • Certificate of Organization/Incorporation • Corporate/LLC/Partnership Agreement 								
Lienholder	<ul style="list-style-type: none"> • Copy of recorded lien • Payoff statement/invoices • Proof of legal authority (if applicable) 								
Heir or beneficiary	<ul style="list-style-type: none"> • Government-issued photo ID • Death certificate of the property owner • Proof of relationship: <table border="1" data-bbox="605 1199 1430 1659"> <tr> <td>Spouse</td><td> <ul style="list-style-type: none"> • Marriage certificate </td></tr> <tr> <td>Child</td><td> <ul style="list-style-type: none"> • Birth certificate </td></tr> <tr> <td>Grandchild</td><td> <ul style="list-style-type: none"> • Birth certificate • Parent's birth certificate • Parent's death certificate </td></tr> <tr> <td>Other</td><td> <ul style="list-style-type: none"> • All siblings' birth certificates • All deceased heirs' death certificates </td></tr> </table> <p><i>If available:</i></p> <ul style="list-style-type: none"> • Obituary/obituaries • Probate records (will, letters of administration, etc.) 	Spouse	<ul style="list-style-type: none"> • Marriage certificate 	Child	<ul style="list-style-type: none"> • Birth certificate 	Grandchild	<ul style="list-style-type: none"> • Birth certificate • Parent's birth certificate • Parent's death certificate 	Other	<ul style="list-style-type: none"> • All siblings' birth certificates • All deceased heirs' death certificates
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