



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:	
	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
	<i>If available:</i> <ul style="list-style-type: none">• Obituary/obituaries• Probate records (will, letters of administration, etc.)	