

# 21.99.04.B1 Disposition of Abandoned and Unclaimed Personal Property

Approved August 23, 2019  
Reviewed January 23, 2023  
Next Scheduled Review: January 23, 2028



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## Rule Summary

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- The Texas Division of Emergency Management will dispose of abandoned and unclaimed property.
  - The Rule is required by Texas A&M University System Regulation 21.99.04.
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## Definitions

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- Abandoned or Unclaimed Property – Personal property is considered abandoned or unclaimed if the identity or the valid address of the owner cannot be determined from the information available to the holder of the property.
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## Rule

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1. Abandoned or Unclaimed Property will be handled by the employees of the Division in the following manner:
    - 1.1 Released to the owner of the property upon receipt and verification of ownership unless the property is being held for the purpose of a criminal investigation or pending criminal prosecution.
    - 1.2 Released to law enforcement personnel if the property is determined to be evidence in a criminal investigation or pending criminal prosecution.
    - 1.3 When the owner of the property is known, the Division shall notify the owner by mail, telephone, e-mail or other means within forty-five (45) days.
    - 1.4 If, after ninety (90) days of holding the abandoned and unclaimed property, the property has not been claimed, the Division will dispose of the property following Division surplus property guidelines.
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## Related Statutes, Policies, or Requirements

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- [Texas Education Code 51.213 Abandoned Personal Property](#)
  - [Texas A&M University System Regulation 21.99.04](#)
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## Contact Office

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- Texas Division of Emergency Management Office of the Chief Operating Officer
- (512) 424-5353