

Instructions for NUCS-4172 Affidavit Concerning Deceased or Incompetent Person

This affidavit is used to obtain a replacement unemployment insurance check when the original uncashed check was issued to a person who, after the date the check was issued, passed away or was declared legally incompetent. This form can not be used to obtain payment for any week not claimed prior to the date the claimant died or was declared incompetent.

This form must be returned to the Nevada Employment Security Division with all uncashed checks. This form **MUST** be signed by a notary public and must be accompanied by a copy of either the death certificate, if claimant is deceased, or a judicial order declaring the individual incompetent.

On the Line Re: complete the name of the deceased or incompetent person to whom the unemployment check was issued. Complete full name, including first name, middle initial and last name.

On the line Social Security Number, complete the SSN of the individual named on the above line. Use numeric values separated by dashes, for example 123-45-6789.

The name of the deceased or incompetent person must be repeated on the provided line.

The benefit warrant number is seven digits long and appears on the check in the top right corner in black ink.

Complete the date on the check shown in the far right-hand box under the words "Date of Check"

Complete the total dollar amount of the check shown below the bent arrow. Use whole dollar amounts.

In the field for "Died", complete the date the individual passed away based on the Death Certificate. If the individual was declared legally incompetent, cross this word out and write in the phrase "was declared incompetent".

Complete the field showing your relationship to the individual. You **MUST** be legally entitled to receive this payment to claim the payment. If the individual is incompetent, you must have guardianship or trustee status. If the individual died, you must be the executor of the estate, sole living heir or otherwise legally entitled to claim this benefit payment.

You must sign this affidavit in the presence of a notary public. This form must be counter signed by the notary public and they must affix their notary stamp for this form to be valid.

Return the completed form with the necessary accompanying documents to the address shown at the bottom of the form.

Remember that you may **NOT** claim benefits for checks that had not been claimed and paid prior to the date that the individual became incompetent or died. This form is strictly for issuing a check to replace an uncashed benefit warrant that the original recipient is unable to endorse due to death or incompetence.