

Delaware VDA Program Scoping Memorandum Worksheet

Name of Holder:

Date:

Certified By:

Signature:

Entity No.	Entity Name	State(s) of Incorporation and any Reincorporation	Date(s) of Incorporation and any Reincorporation	If acquired, then date of acquisition	Dates General Ledgers are available	Type of Acquisition (Y/N)		In scope (Y/N)	Property Type	Years in Scope	Years Records are Available	TPA or Transfer Agent with UP responsibility	Brief Description of Available Records (i.e., trial balances, void/outstanding checklists, A/R aging reports, etc., and for what periods)	Property Types Excluded From VDA Self-Review
						Stock*	Asset^							
1	ABC, Inc.	DE	1982	N/A	2004-present	N/A	N/A	Y	Accounts Payable					
									Payroll					
									Customer Accounts					
									Accounts receivable					
									Benefits					
									Rebates					
									Gift Cards					
									Equity					
Other														
2	XYZ Corp.	CA	2000	N/A	2000-present	N/A	N/A	Y	Accounts Payable					
									Payroll					
									Customer Accounts					
									Accounts receivable					
									Benefits					
									Rebates					
									Gift Cards					
									Equity					
Other														
3	MNO LLC	PA	1970	1990			Y	N						

*For any in scope entities acquired in a stock purchase acquisition, please confirm entity is liable for unclaimed property liability of former entity/seller.

^ For any in scope entities acquired in an asset purchase, provide a schedule of all assets purchased in the acquisition, provide a schedule of all liabilities assumed in the acquisition, and confirm that any accounts acquired in the transaction (bank accounts, A/R) are subject to testing in this VDA.