

Trust without a Case

Trust without a Case is to be used only for funds which do not have enough information to credit to a specific case. If a payment remains unidentified and unclaimed, Select Acctg, General Accounting, Refund, and Trust w/o case. (NOTE: See Accounting Manual: Safeguarding of Cash found on Premises 01-04.00, Unidentified Payments 02-11.00 and Unclaimed Property 06-11.00)

Sheri Knighton
Logout

Set Defaults
My Cases
My Calendar
Hearing Blocks
eFile Queue
My eFiled
My eFile Batch
eFile New
Last Case(s)

CARE Icons

UPDATES
Releases
Email HelpDesk

Order Account
Summary

Home FindCase My Workspace Case Party Incident Assess Petition Calendar eFile eWarrant Protective Orders Minutes Acctg Order Fulfill Victim CaseLoad Service Admin eReferral Help Logout

Find Case Case Info Relationships Federal Benefit Assignments Dispositions Cust. & Prob.

Find

Case Number → First Name

Gender Middle Name

Alias Last Name

Date of Birth - End

Name	Case #	Alias	Gender	Address	Relationships	DOB	Age
Case # No Current Case - -							

General Accounting

- Accounting Cutoff
- Collections
- Accounting Management
- RWF Administration
- New Order Accounts (Petition)
- Accounting Reports

Refund

- Bail
- Tax Intercept
- Trust w/o Case

Select the district office and hit the “Find” button. It will pull up the cases in that district that have trust without a case. If the address is something other than Unclaimed Property Division you will need to select the “Edit” button and change the address to Unclaimed Property.

Home FindCase My Workspace Case Party Incident Assess Petition Calendar eFile eWarrant Protective Orders Minutes Acctg Order Fulfill Victim CaseLoad Service Admin eReferral Help

Holding X-fer Order Acct Xfer Xfer Trust Forfeit Bail Partial Suspend Refund Refund Tax Int Refund Trust

Find **Lookup Date Range**

District Office Farmington Start End

*** Fields Required for Refund**

Supervisor * Password * Note

	Account Number	Deposit Date	Payor	Amount
Refund	2121184	04-26-2017	Unclaimed Property Division P O BOX 142321 SALT LAKE CITY UT 841142321	35.00
			Edit	

Case # No Current Case - -

Enter the following information and select the “close” button.

Add/Edit Payor - Google Chrome

Secure | <https://care.utcourts.gov/accounting/generalAccounting/...>

Edit an Existing Payor Record

Full Name *	<input type="text" value="Unclaimed Property Division"/>
Address	<input type="text" value="P O Box 142321"/> <input type="text"/>
City	<input type="text" value="Salt Lake City"/>
State	<input type="text" value="Utah"/>
Zip Code	<input type="text" value="841142321"/>

You will need to have a supervisor enter their ID and password with a note as to why this is being sent to Unclaimed Property.

If the payor and address are correct select the “Refund” button.

Home FindCase My Workspace Case Party Incident Assess Petition Calendar eFile eWarrant Protective Orders Minutes Acctg Order Fulfill Victim CaseLoad Service Admin eReferral Help

Holding X-fer Order Acct Xfer Xfer Trust Forfeit Bail Partial Suspend Refund Refund Tax Int Refund Trust

Find

Lookup Date Range

District Office Ogden
Start
End

Sheri Knighton Logout

Set Defaults My Cases My Calendar Hearing Blocks eFile Queue My eFiled My eFile Batch eFile New Last Case(s)

CARE Icons

UPDATES Releases Email HelpDesk

Supervisor * sknighton
Password *

Note Money was found by the work crew. Cash was held for over 30 days with no rightful owner coming forward. Sending to Unclaimed Property.

	Account Number	Deposit Date		Payor	Amount
Refund	2110456	02-10-2017	Edit	Unclaimed Property Division P O BOX 142321 SALT LAKE CITY UT 841142321	1.00
Refund	2119093	04-11-2017	Edit	Unclaimed Property Division P O BOX 142321 SALT LAKE CITY UT 841142321	5.00

Case # No Current Case - -

A warning will show asking if you want to refund the money. Select Ok. The check is now ready to be processed. (NOTE: See instructions for Trust Check Writing).

Home FindCase My Workspace Case Party Incident Assess Petition Calendar eFile eWarrant Protective Orders Minutes Acctg Order Fulfill Victim CaseLoad Service Admin eReferral Help

Holding X-fer Order Acct Xfer Xfer Trust Forfeit Bail Partial Suspend Refund Refund Tax Int Refund Trust

CARE

Find

District Office Farmington

Lookup Date Range

Start

End

Sheri Knighton Logout

Supervisor * sknighton

Password *

Note Money found on premises. Cash was held for over 30 days with no rightful owner coming forward. Sending to Unclaimed Property.

*** Fields Required for Refund**

	Account Number	Deposit Date	Amount
Refund	2121184	04-26-2017	35.00

WARNING:

Do refund of \$35.00 for account 2121184 ?

Ok Cancel

Case # No Current Case --

