

# 21.99.04.K1 Disposition of Abandoned and Unclaimed Personal Property



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Revised: March 21, 2014  
Revised: September 22, 2017  
Reviewed: April 2, 2018  
Reviewed: May 6, 2023  
Next Scheduled Review: May 6, 2028

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## Rule Summary

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This rule provides Texas A&M University Kingsville with the guidelines for the disposition of any abandoned or unclaimed personal property.

This rule is required by System Regulation 21.99.04, *Disposition of Abandoned and Unclaimed Personal Property*.

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## Definitions

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Click to view [Definitions](#).

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## Rule

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1. Any abandoned or unclaimed property at any Texas A&M University Kingsville facility should be reported to University Police Department Property Officer.
2. The property officer must make an attempt to notify known owners through, mail, telephone or other means (email, text message etc.). The property officer must attempt to identify unknown owners through a public notice<sup>1</sup> of abandoned property. Any item that is presumed lost or stolen should be reported promptly to the University Police Department.
3. The University Police Department may retain possession of the item until it is returned to the owner or otherwise disposed of according to law. After a 90-day period, Texas A&M University Kingsville University Police Department Property Officer will determine if unclaimed items may be sold through public auction.

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<sup>1</sup> The University Police Department will maintain a current list of Lost & Found property on their website:

[http://www.tamuk.edu/finance/upd/lost\\_and\\_found.html](http://www.tamuk.edu/finance/upd/lost_and_found.html)

4. Proceeds derived from the handling, storage or sale of such property will be deposited as directed by Finance and Administration in an appropriate account.
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## **Related Statutes, Policies, or Requirements**

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[Texas Education Code, § 51.213 Abandoned Personal Property](#)

[System Regulation 21.99.04, \*Disposition of Abandoned and Unclaimed Personal Property\*](#)

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## **Contact Office**

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University Police Department  
(361) 593-2611