

- J. **Online Petition Exclusions:** If you cannot find the desired assets online, you must file your petition in writing at the address listed above. For more details regarding what assets can be petitioned online, please see the Frequently Asked Questions at <https://www.forfeiture.gov/FilingPetitionFAQs.htm>.

II. TO CONTEST THE FORFEITURE OF THIS PROPERTY IN UNITED STATES DISTRICT COURT YOU MUST FILE A CLAIM. *If you do not file a claim, you will waive your right to contest the forfeiture of the asset. Additionally, if no other claims are filed, you may not be able to contest the forfeiture of this asset in any other proceeding, criminal or civil.*

- A. **To File a Claim:** A claim must be filed to contest the forfeiture. A claim should be filed by mailing it via the U.S. Postal Service or a Commercial Delivery Service to the ATF, Forfeiture Counsel, Asset Forfeiture & Seized Property Division, 99 New York Avenue., NE AFSPD Room (3.N.600), Washington, DC 20226.
- B. **Time Limits:** A claim must be filed within 20 days of the date of this letter; therefore, you must file your claim by **April 05, 2022**. See 19 U.S.C. § 1608. A claim is deemed filed on the date received by the agency at the address listed above.
- C. **Requirements for Claim:** A claim must be in writing, describe the seized property, state your ownership or other interest in the property and be **made under oath**, subject to penalty of perjury or meet the requirements of an unsworn statement under penalty of perjury. See 28 U.S.C. § 1746. Due to the cost bond requirement explained below, these claims cannot be filed online.
- D. **Cost Bond:** The claim must be accompanied by a cost bond in the amount of \$5,000 or ten percent (10%) of the value of the claimed property, whichever is lower, but not less than \$250, made payable to ATF. If you are unable to post a cost bond, you may request that ATF waive the cost bond requirement by submitting an In Forma Pauperis Cost Bond Waiver Petition to ATF Forfeiture Counsel. The cost bond must be in the form of a cashier's check or money order. No personal checks will be accepted. See 19 U.S.C. § 1608.
- E. **Claim Forms:** A claim need not be made in any particular form, but a claim form is available at www.forfeiture.gov, which you may print and deliver to the agency pursuant to the instructions above. See 18 U.S.C. § 983(a)(2)(D).
- F. **Supporting Evidence:** Although not required, you may submit supporting evidence (for example, title paperwork or bank records showing your interest in the seized property) to substantiate your claim.
- G. **No Attorney Required:** You do not need an attorney to file a claim. You may, however, hire an attorney to represent you in filing a claim.
- H. **When You File a Claim:** A timely claim stops the administrative forfeiture proceeding. The seizing agency forwards the timely claim to the U.S. Attorney's Office for further proceedings. You may also file a petition for remission or mitigation.
- I. **Penalties for Filing False or Frivolous Claims:** If you intentionally file a claim containing false information, you may be subject to criminal prosecution. See 18 U.S.C. § 1001.
- J. **If No Claim is Filed:** Failure to file a claim by **April 05, 2022** may result in the property being forfeited to the United States.