

## **New Template for UPEXchange Unclaimed Property Reporting System**

Due to your embracing of [UPEXchange](#) – the NAUPA-endorsed free unclaimed property reporting software from ETM – we’ve improved our import template. Thanks to your feedback and suggestions, we’ve done two things:

1. We’ve updated “ETM Import Template\_Block.xls” to ensure even more effective usability. While the owner name is in one cell and the owner address is in another, the system parses the name and address fields for the user. It is very much like the former “ETM Import Template.xls” but with more available fields.
2. We’ve created a brand new template – “ETM Import Template\_Fields.xls” – that has the owner name fields and the owner address fields split out. All other fields are the same as those in the block template.

You can download the new templates from the Resources page within UPEXchange. While we encourage holders to use “ETM Import Template\_Fields.xls” – and will provide it to all new holders who adopt UPEXchange – ETM will continue to support users of the older templates and will work with holders to manage any issues that may arise during their transitions to the newer template.

As always, UPEXchange remains available – at no charge to you – from NAUPA, at <http://www.unclaimed.org/reporting> and from ETM at [www.byetm.com/upexchange](http://www.byetm.com/upexchange).

Thank you for your continuing support of NAUPA and UPEXchange.