

## **INSTRUCTIONS FOR COMPLETING CLAIMS FORMS**

There are three different types of claims you may file for refunds included in the Wayne County Tax Refund Settlement:

1. Missing Class Member
2. Change of Address Claim for Class Member No Longer Owning Property for Which a Refund Is Due
3. Objection to Individual Refund Calculation

The three different claims are explained in greater detail below.

### **Missing Class Member**

If you believe that you may be entitled to a refund and your name is not listed as a Class Member on either the list of Category 1 Class Members or the list of Category 2 Class Members posted on the Administrator's Settlement Website (<https://lmgriggers.com/wayne>), you must fill out the form entitled "Claim Form for Missing Class Member." Follow the instructions on the form and return it to the Administrator at the address provided on the form.

### **Change of Address Claim for Class Member No Longer Owning Property for Which Refund Is Due**

If your name is shown on the list of Category 2 Class Members posted on the Administrator's Settlement Website that means you no longer own the property for which the refund is due, and you must fill out the form entitled "Claim Form for Category 2 Class Members" to provide the Administrator with your current address information. Follow the instructions on the form and return it to the Administrator at the address provided on the form.

### **Objection to Individual Refund Calculation**

If you have an objection to an individual refund amount shown on the list posted on this website, or you dispute the individual refund calculation or the administration process, you must fill out the form entitled "Objection Form for Class Member". Follow the instructions on the form and return it to the Administrator and the Special Master at the addresses provided on the form.

Wayne County has created a website to provide further information relative to this Settlement. You may access this website by going to the following URL:

<https://www.waynecountyga.us/departments/division.php?structureid=77>