Transfer from Deceased Single Owner

1. The stock power form must be signed by all Executors/Administrators/Personal Representatives/Successors of the decedent's estate, printed with their capacity, and signature(s) Medallion Signature Guaranteed*.
2. Provide **court certified** Letters Testamentary or Fiduciary Appointment dated within 60 days of the transfer. A photocopy is **not** acceptable.
3. Affidavit of Domicile form (downloadable form) completed by the Executor/Administrator/Personal Representative, signed and notarized.
4. Provide Inheritance Tax Waiver, ***if required***, for decedent's state of residence. Contact the State Department of Taxation or Revenue located in the decedent's state of residence for further guidance.
5. Return all applicable physical stock certificates.
6. Submit copy of short form trust, or first and last pages of trust document, if transferring into a trust.

* A **MEDALLION SIGNATURE GUARANTEE** is mandatory. A notary is **not** acceptable. Signatures must be guaranteed by an eligible guarantor institution, such as a commercial bank, broker, credit union and savings association who is a participant in a **Medallion Signature Guarantee Program**.

(**Note:** The Letters Testamentary or Fiduciary Appointment are issued by the courts due to probate. If estate is not being or has not been probated, an Affidavit for Collection of Personal Property may be submitted if applicable.)