

# SIGNATURE MEDALLION GUARANTEE



Please read this information regarding Sunward's Signature Medallion Guarantee service. Based on the securities value and the availability of Certified Medallion Guarantors, you may need to make an appointment for assistance with your Signature Guarantee request.

Thank you for turning to Sunward for your Signature Medallion Guarantee. Signature Medallion Guarantees are governed by the Uniform Commercial Code (UCC). Please note:

- Signature Medallion requests can only be performed for members who have a personal or a business account with Sunward.
- At the time of endorsement, all owners of the securities must appear in person and provide identification.
- Only designated employees who are Certified Medallion Guarantors may perform security-related verifications.
- Sunward's surety limit is \$2 million. If your securities are valued over that amount, you must take your request to another financial institution with which you have a relationship.

## SERVICES WE OFFER

Examples of when a Medallion Guarantee would be required include, but are not limited to, the following:

- Valuation of stocks and bonds transfers
- Valuation of mutual funds transfers
- Joint ownership decedent transfers
- Certification of papers that accompany a transfer

## ELIGIBILITY

Sunward members must:

- Be the registered owner of the security being guaranteed
- Be of legal age (at least 18 years old)
- Have the capacity/willingness to sign

## GUARANTOR OBLIGATIONS

Our Certified Medallion Guarantors are required to perform the following actions when guaranteeing documents:

- Determine that you have a personal or business account relationship with Sunward.
- Verify your identity by reviewing the proper identification (such as a government-issued ID).
- Determine that you are the owner(s) of the securities being guaranteed and are signing the document of your own free will.
- Ask for proof of ownership of the securities involved. Examples of this include statements, stock or bond powers, savings bonds, and/or stock certificates.
- Determine the value of the securities being guaranteed.
- Determine that the individual signing has an understanding of the document(s) being guaranteed.
- Establish the competence of each signer. Certified Medallion Guarantors determine whether drugs, alcohol, or any traumatizing incident might be influencing the signer's decision.
- Fill out a log entry used to record all Signature Guarantees and make copies of all pertinent documentation to be retained at Sunward.

Sunward cannot accept altered or incomplete documents. Examples of alterations include: erasure, white correction fluid, or missing pages. If your documents are altered or incomplete, we cannot provide a Signature Medallion Guarantee for you.

## Contact Us:

505.293.0500 | 800.947.5328 | [GoSunward.org](http://GoSunward.org)