

Trust Transactions United States Savings Bonds & Notes

To conduct a transaction involving a trust and savings bonds or savings notes, complete the appropriate form(s) identified below. If required, sign the form(s) in the presence of an authorized certifying officer (available at a bank, trust company, or credit union).

Definitions

Trust – Real or personal property held by one person for the benefit of another person (or oneself). Trusts have a specific purpose, a designated beneficiary, and specific duties for the trustee(s) as specified by the grantor. Every trust has a:

- Grantor or Donor – Person who creates the trust.
- Trustee(s) – The party or entity, named in the trust by the grantor, to care for and manage the property.
- Beneficiary – The party for whose benefit the trust was created and who receives the income from the trust.

Trust Agreement / Trust Instrument – The actual document that sets out in writing the authority, duties, and rights of everyone involved. It can be called a *declaration of trust*, *deed of trust*, *trust indenture*, or *agreement of trust*.

Types of Trusts

Private Trust Estates

- *Personal Trusts* – Created by an individual to benefit himself or others. Personal trusts can be revocable or irrevocable, and may be known as:
 - *Declaration of Trust (U/D/T)* – The grantor and trustee are the same person;
 - *Trust Under Agreement (U/A)* – The grantor and trustee are not the same; or
 - *Testamentary Trust (U/W)* – Created under a will; it doesn't take effect until the grantor's death.

Public or Quasi-Public Trusts – Funds for which public bodies or officers act as trustees under express authority of law.

Trust Registrations

Security registrations must include the name(s) of the trustee(s), name(s) of the grantor(s) – unless the trust is known by the trust name, such as “Smith Family Trust” – and the date the trust was created. Also, the trustee(s) must sign for transaction requests for accounts registered in trust form.

Forms

- [FS Form 1455](#) To distribute securities to an entitled person, such as when a trust is terminated
- [FS Form 1522](#) To request payment of savings bonds or savings notes

- [FS Form 1851](#) To reissue savings bonds to a personal trust
- [FS Form 4000](#) To reissue savings bonds
- [FS Form 5396](#) To request the direct deposit of Series HH or Series H bond interest payments or a savings bond redemption payment

These forms are available for download at www.treasurydirect.gov.

NOTE: When we reissue a Series EE or Series I savings bond, we no longer provide a paper bond. The reissued bond is in electronic form, in our online system [TreasuryDirect](#).

Additional Requirements

If bonds are registered in the name of a trust and a change in the registration is being requested:

- Personal Trust — Provide a copy of the entire trust agreement with any amendments **or** pertinent pages and any amendments certified to be a true and correct copy of the original. The following pages must be included:
 - The page showing the name and date of the trust;
 - The page(s) identifying the successor trustee(s) (if more than one successor trustee is named, also provide the portion of the trust that states if they may act independently);
 - The page with the grantor's certified signature;
 - Any amendments to the trust that may alter the information on the pages submitted or limit the authority of the trustee(s) to request the transaction.
- Testamentary Trust — Provide a certified copy of the will, under court seal. (The will must be probated in order for a testamentary trust to be effective.)

In the event the trustee named in the registration of the bond(s) is no longer acting, also provide:

- A certified copy of the trustee's death certificate; or
- A letter of resignation.

If the trust instrument or will does not name a successor trustee, a certified copy of the court order or other evidence is required.

NOTE: Additional forms or documentation may be required depending on the transaction requested.

Send To

Send the completed form(s), bonds, and trust instrument (if applicable) to:

Treasury Retail Securities Site
 PO Box 214
 Minneapolis, MN 55480-0214