

# **Buying I Bonds on Treasury Direct**

### **Documents to Have Handy When Setting up Account:**

- 1. License
- 2. Check book to reference your routing and account numbers
- 3. Access to your email account. You'll receive at least 2 emails you'll need to reference while setting up your account.

It is recommended that you take note of your Account number, passwords, passphrase, and security questions.

1. Create an Account on <u>TreasuryDirect (click here)</u> or visit www.treasurydirect.gov and select Open an Account.



To create an online TreasuryDirect Account, you must first select the type of account you wish to establish.		Step 1 Step 2 Step 3 Account Type
Individual Account	Individual	
ntity Account	Business or Organization	
Learn more about Entity Accounts	Corporation Example: ABC Corporation Partnership Example: Smith and Jones Coi Limited Liability Company (LL Example: Summit Consulting 1 Professional Limited Liability Example: Paine Dental Associa Sole Proprietorship Example: John Doe DBA Doe F	nstruction Company, a partnership C) Service, LLC Company (PLLC) Ites, PLLC Plumbing Supplies
	Estate or Trust	U/W of William Jones, deceased; John te of William Jones, deceased; John he Estate of William Jones, a decedent <b>d Only)</b> rdian of William Jones under Declaration of Trust dated tees under Agreement with John Doe



#### 2. Verify the data you entered above.

#### 3. Select your image and phrase.

#### **Open An Account » Personalized Image/Caption**

A personalized image/caption will help you to know that you are on the authentic TreasuryDirect website. This image and caption will be displayed on your password page.

Please choose a personalized image.



## 4. Select your password and 3 security questions

pen an Account » Choose a Password	Progress
P Learn more about Security Features and Protecting Your Account.	Step 1 Step 2 Step 3 Password
Choose a Password	
When selecting your password, avoid numbers, names or dates that are significa ame, or date of birth.	nt for you. For example, your phone number, first
Enter your password: Use at least or charact	east eight (8) characters without spaces, at e letter, one number, and one special er, excluding < \ >.
Retype your password:	
Choose a Password Reminder	
n case you forget your password, we'll give you a password reminder. Try to pich your password. You may not use your password as your password reminder.	a word or phrase that will help you remember
	_
Enter your password reminder:	
Enter your password reminder:	]
Enter your password reminder:  Answer Three Security Questions  Answer three security questions below and provide a different answer for each. ve'll use these questions to confirm your identity. We may also require you to an attempt to perform certain transactions.	If you forget your account number or password, swer one of your security questions when you
Enter your password reminder: Answer Three Security Questions Answer three security questions below and provide a different answer for each. we'll use these questions to confirm your identity. We may also require you to an attempt to perform certain transactions. Who was your best friend in high school?	If you forget your account number or password, swer one of your security questions when you
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Enter your password reminder:         Answer Three Security Questions         answer three security questions below and provide a different answer for each.         answer three security questions to confirm your identity. We may also require you to an ttempt to perform certain transactions.         Who was your best friend in high school?         What was your first pet's name?         What was up favorite teacher's name?         What was the first car you owned?	If you forget your account number or password, swer one of your security questions when you
Enter your password reminder:         Answer Three Security Questions         unswer three security questions below and provide a different answer for each.         we'll use these questions to confirm your identity. We may also require you to an tempt to perform certain transactions.         Who was your best friend in high school?         What was your first pet's name?         What was your favorite teacher's name?         What was the first car you owned?         Who would you most like to meet?	If you forget your account number or password, swer one of your security questions when you
Enter your password reminder:         Answer Three Security Questions         unswer three security questions below and provide a different answer for each.         ve'll use these questions to confirm your identity. We may also require you to an ttempt to perform certain transactions.         Who was your best friend in high school?         What was your first pet's name?         What was your favorite teacher's name?         What was the first car you owned?         Who would you most like to meet?         What is the location of your dream vacation?	If you forget your account number or password, swer one of your security questions when you
Enter your password reminder:  Answer Three Security Questions  Answer three security questions below and provide a different answer for each.  Ve'll use these questions to confirm your identity. We may also require you to an  ttempt to perform certain transactions.  Who was your best friend in high school?  What was your first pet's name?  What was your favorite teacher's name?  What was the first car you owned?  Who would you most like to meet?  What is the location of your dream vacation?  Who is your favorite author?	If you forget your account number or password, swer one of your security questions when you

5. Go to your email and open email from Treasury Direct with your account number. The account number will begin with a letter and then a series of numbers separated by "-".



- 6. Return to TreasuryDirect and Log In. After entering your new account number, you'll be asked to enter a One-Time Passcode (OTP). Go back to your email to locate another email with this OTP. The OTP will be a longer series of letters and numbers with a mix of upper and lower case.
- 7. Next, you'll be prompted to enter your password, BUT you'll have to enter the password by clicking on the letters on the onscreen keyboard. (it's not case sensitive)
- 8. Congrats, you're in! You'll and on the My Account Page.



9. If you want to add a Beneficiary on your I Bond (<u>HIGHLY RECOMMENDED</u>), before proceeding with the purchase, ADD A NEW REGISTRATION. To do this, go to ManageDirect. Trusts do not need beneficiaries.

Treasury <b>Direct</b> .			How do I?	Help Logoff 2 What's New Contact L	Js
My Account BuyDirect <sub>®</sub> Current	Holdings ManageDirect <sub>®</sub>	Account Info	History Inve	stor InBox Gift Box	
ManageDirect » Add Ne	w Registration	Bill's	Treasury Direct	Account:	
<b>Registration Information</b>					
$\bigcirc$ Sole Owner $\bigcirc$ Primary Owner	· 💿 Beneficiary				
First-Named Registrant:					
First Name:	Your First Name				
Middle Name or Initial:	Your Middle Name				
Last Name:	Your LAst Name				
Suffix:	~				
Taxpayer Identification Number:					
Second-Named Registrant: (Requir	ed for Primary Owner and	Beneficiary regi	strations only.)		
First Name:	Beneficiary's First Name				
Middle Name or Initial:	Beneficiary's Middle				
Last Name:	Beneficiary's Last				
Suffix:	~				
Taxpayer Identification Number:					
Make this my preferred registration	ation.				
This is a gift.					
This new registration will appear in	n your drop-down list after	you select the S	ubmit button.		
Submit Cancel					

After you Submit the Beneficiary's info, you'll have another Registration available in the Registration Information drop down box (see screen below). The registration will read YOUR NAME POD, YOUR BENEFICIARY. We recommend you select the POD registration, <u>unless you are buying the I Bond in the name</u> of a Trust. If purchasing a bond in the name of a Trust, you do not need to name a beneficiary because the trust agreement takes care of naming the beneficiaries.

NOTE, you can only add one beneficiary to each bond purchase. If you want to name 2 beneficiaries, divide the bond purchase up. For example, if I want to purchase the max I Bond permitted annually, \$10,000, I would buy one bond for \$5,000 and name son 1 as my POD. I would buy a 2<sup>nd</sup> I Bond for \$5,000 and name son 2 as my POD. POD stands for payable on death.

10. Next, Go to BuyDirect (2<sup>nd</sup> from the left in the upper menu) Select Savings Bond > Series I

Treasury <b>Direct</b> .	neib roßou
My Account BuyDirect, Current Holdings ManageDirect, A	Count Info History Investor InBox Gift Box
	Bill's Treasury Direct Account:
Learn more about Security Types.	
Marketable Securities	
O Bills - Short-term securities of 1 year or less	
$\bigcirc$ Notes - Medium-term fixed-principal securities of 2 to 10 years	
$\bigcirc$ Bonds - Long-term fixed-principal securities of more than 10 year	irs
O TIPS Notes/Bonds - Medium or long-term Treasury Inflation-Prot	ected Securities of 5 to 30 years
O FRN - Medium-term Floating Rate Notes	
View Tentative Auction Calendar.	
View recent auction results.	
Savings Bonds (NO Paper Savings Bonds)	
$\bigcirc$ Series EE - An accrual-type security with a fixed interest rate	
Series I - An accrual-type security with a combination interest ra	ate of a fixed and an inflation rate
Zero-Percent Certificate of Indebtedness	
$\bigcirc$ C of I - A non-interest bearing security which can be used to fun	d TreasuryDirect purchases
2 Learn more about Tax Reporting.	
Submit Cancel	

11. Purchase the I Bond. Remembering to select the appropriate Registration and bank account.

Remember, you're limited to \$10,000 per person/trust per year and to buy the bonds in increments in accordance with the number of beneficiaries.

Ireasury	ecı			How do I? What's New Conta	act Us
My Account BuyDirect <sub>@</sub>	Current Holdings	ManageDirect <sub>@</sub>	Account Info	History Investor InBox Gift Bo	x
BuyDirect » Savir	igs Bonds		Bill's	s Treasury Direct Account	
Purchase Series I Savings	Bonds.				
Registration Information	on				
Your preferred registration a clicking the Add New Registr	ppears below. To use ation button.	a different registra	tion, choose one	from the drop-down list or add another	by
~	Add New Registra	tion			
Purchase Information					
Product Type:	Series I Saving	js Bond			
Purchase Amount:	\$	Example	: For a Purchase /	Amount of \$25.00 you pay \$25.00	
Select a source of funds:	Bank d	- ****	ř		
<u>Learn more about C of I.</u>					
P Learn more about Purcha	ase Limitations.				
Purchase Frequency					
Schedule single purc	hase for: 06	- 03 - 2022	(MM-DD-)	YYYY)	
$\bigcirc$ Schedule repeat pure	chases.				
н	ow often: Weekly		$\sim$		
Purchase S	tart Date:		(MM-DD-)	YYYY)	
Purchase	End Date:		(MM-DD-)	(YYYY)	
$\bigcirc$ Schedule purchases	by selecting your o	wn dates.			
Purch	ase Date:		(MM-DD-)	(YYYY)	
Purch	ase Date:		(MM-DD-)	(YYYY)	
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