



UNITED STATES MINT

Mutilated Coin Redemption Program Instructions

Follow the steps below to submit the mutilated coin submission application. Each person (participant) who physically transports, mails, or ships, or causes to be physically transported, mailed, or shipped mutilated U.S. coins to the United States Mint for redemption is required to submit an application.

1. Compile all of the information listed below into a standard word processing document. If you submit on behalf of a company, see the [Requirements for Companies](#) page for additional instructions.

- [Participant Information and Attestation](#)
- [Electronic Funds Transfer Information](#)
- [Chain of Custody Information](#)
- [Acknowledgement and Signature](#)

2. Be sure to provide all applicable information (i.e. those submitting as an individual do not need to provide a Tax Identification Number).

3. Print the completed information and compile it together for submission.

4. Submit the application via mail (Note: Do NOT email this information due to the sensitivity of the information requested.)

United States Mint
Attn: Mutilated Coin Redemption Program
801 9th Street, N.W.
Washington, DC 20220

5. Those **submitting less than 70 pounds**, send the mutilated coins to:

United States Mint
P.O. Box 400
151 North Independence Mall East
Philadelphia, PA 19106

Those **submitting more than 70 pounds**, await instructions from the U.S. Mint before submitting mutilated coins.

Contact us with questions at MutilatedCoin@usmint.treas.gov or 202-354-7760.

Participant Information and Attestation

The personal information requested should represent the individual, or the point of contact representing the submitting company, submitting mutilated coins for reimbursement.

Include all of the information listed below in your application.

- Last Name
- First Name
- Middle Initial
- Other names used (if any)
- Street Address (street number and name)
- Apartment number
- City or town
- State
- Zip Code
- Country*
- Email Address
- Telephone Number
- Tax Identification Number (if shipping as a company)

*Note: Participants shipping coins from outside the United States in an aggregate dollar amount exceeding \$10,000 are required to submit the Report of International Transportation of Currency or Monetary Instruments (CMIR), FinCen Form 105.

Electronic Funds Transfer (EFT) Information

All reimbursements are completed through EFT. EFT information to a valid U.S. bank account is required to receive payment for mutilated coin reimbursement.

Complete the following fields in the Direct Deposit form ([SF3881](#)). **Please do not include**

your Social Security Number on the form.

- Bank Name
- Routing Number (9 digits)
- Account Number
- Account Holder Name / Account Name
- Account Type (savings, checking, or lockbox – include lockbox number)
- ACH Coordinator Name
- ACH Coordinator Phone Number
- Signature and Title of Authorized Official (Could be the same as ACH Official)
- Date of Signature

Chain of Custody Information

Describe the mutilated coins according to the prompts in as much detail as possible.

Include all of the information listed below in your application.

- List the weight (in U.S. pounds) of each denomination category being submitted.
 - Presidential Dollars
 - Sacagawea Golden Dollars
 - Susan B. Anthony Dollars (SBA)
 - Dimes/Quarters/Half Dollars/Dollars (sum)
 - Nickels
 - Pennies
- List your anticipated annual submission amount in U.S. pounds.
- Provide a detailed description of how you or the company came into possession of this mutilated coin.
- Provide a detailed description of how the coin became mutilated.
- Provide any additional or supplementary information (not required).

Acknowledgement and Signature

Participants must acknowledge two key statements and sign to attest to the accuracy of the information provided to the U.S. Mint.

Include all of the information listed below in your application..

- Acknowledge (yes or no) the following statement: “I understand that should the weights differ between what is claimed here and the weight measurement reading by the U.S. Mint, that the weight measured by the U.S. Mint will be the weight used to calculate the redemption value paid.”

- Acknowledge (yes or no) the following statement: "I understand that if I send, or plan to send, more than 5,000 pounds of mutilated coins in one year, I agree to undergo a certification process to allow the U.S. Mint to conduct further background checks as needed."
- Printed Name
- Title (if submitting as a company)
- Signature
- Date of Signature (mm/dd/yyyy)

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