PARTICIPANT ENROLLMENT LEGAL SIGNATURE GUIDE

The purpose of this document is to outline the legally acceptable signatures for the Participant enrollment tax forms included in the enrollment packet.



EMPLOYER OF RECORD (PARTICIPANT):



If the Participant can sign for themselves and does not have a Power of Attorney (POA) or legal guardian, this method should be used. This is the most commonly used signature.

POWER OF ATTORNEY OR LEGAL GUARDIAN:



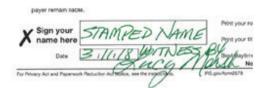
This signature should be used if there is a POA or legal guardian with supporting documentation. A copy of the POA or legal guardian documentation must be submitted with the Participant application.

PARTICIPANT UNDER THE AGE OF 18:



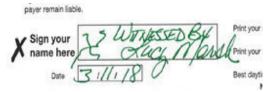
This signature should be used if the participant is under the age of 18. The participant's parent will need to sign and enter their SSN.

STAMPED NAME:



If a participant is unable to sign but has a legal stamp, this can be used as a legal signature but will still need a witness signature.

X - WITNESSED BY:



If the participant is not able to sign their full name and does not have a POA or stamp, the participant may write an X or other mark on the signature line and then a witness can sign to verify.

