



Required items to open your business entity deposit account

Corporation

- Recorded Articles of Incorporation
- By-Laws
- Meeting Minutes showing current officers
- EIN number for the Business
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account
- You will need to know if you are a C Corp or S Corp

Sole Proprietor (DBA)

- EIN number for the Business (If applicable)
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account

Partnership

- Partnership Agreement
- EIN number for the Business
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account
- You will need to know if you are either a Partnership Limited Liability, Partnership General or Partnership Limited

Limited Liability Company (LLC)

- Recorded Articles of Organization if the business was established before Jan 1, 2011 after this date we will need Recorded Certificate of Organization
- Operating Agreement
- Meeting Minutes showing current officers
- EIN number for the Business
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account
- You will need to know if you are an LLC Corporation, LLC Disregarded Entity, LLC S Corporation, LLC Partnership

Formal Club Account

- EIN number for the Business
- Copy of meeting minutes stating who the current officers are.
- Copy of the By-Laws
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account
- If non-profit will need something from the state or IRS stating this is a non-profit organization.

Informal Club Account

- Business EIN number will be the Social Security Number of one of signer who will be willing to take responsibility for the account for tax reporting purposes.
- Copy of meeting minutes stating who the current officers are.
- Non Expired Driver's License for each individual who will be on the account
- Social Security Number for each individual on the account