



Bank

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Business Account Checklist - Corporation

As part of the application process for your Corporation's business account(s), you will need:

- ✓ The business's Tax Identification Number (TIN)
- ✓ Business Established Date
- ✓ Your Social Security Number (SSN)
- ✓ Your primary ID Card information
- ✓ The following information for everyone owning 25% or more of the organization:
 - Name
 - Date of Birth
 - Social Security Number (SSN)
 - Address
 - Ownership Percentage
 - Title within the organization
- ✓ To identify the organization's Control Person (the individual who has significant responsibility to control the entity). This may be the CEO, CFO, COO, Managing Member, etc.
- ✓ Account funding information (optional)

Shortly after you submit the application, you will receive an email asking you to upload the organization's entity documents. Please have the following entity documents available in PDF format to upload:

- ✓ IRS EIN Letter
- ✓ Articles of Incorporation
- ✓ Certificate of Good Standing
- ✓ Operating Agreement or other legal documentation showing ownership