



Bank

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## Business Account Checklist – Nonprofit Corporation

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

- ✓ The organization's Tax Identification Number (TIN)
- ✓ Business Established Date
- ✓ Your Social Security Number (SSN)
- ✓ Your primary ID Card information
- ✓ 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