

## BUSINESS ACCOUNT APPLICATIONS

The following information is required during the application process, but additional items may be requested:

- Copy of a Class 1 Photo ID for each authorized user listed on the account – please be sure the copies are clearly legible. Copies can be made at a branch location for your convenience.

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### SOLE PROPRIETORSHIP:

- Federal Tax ID Number (TIN) *Not needed if filing business under applicants social security number*
- Sales Tax Certificate, Only applicable if on file with the state
- Sellers Permit, Only applicable if on file with the state
- And **ONE** of the following:
  - Fictitious Name/Assumed Name/Trade Name Certificate
  - Business License/Operational License
  - Sole Proprietorship

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### PARTNERSHIP:

- Federal Tax ID Number (TIN)
- Copy of the Partnership Agreement
- And **ONE** of the following:
  - Fictitious Name/Assumed Name/Assumed Name Certificate
  - Business License/Operational License
  - Certificate of Limited Partnership

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### LIMITED LIABILITY COMPANY (LLC)

- Federal Tax ID Number (TIN)
- Copy of the Certified Articles of Organization listing/executed by application members
- And **ONE** of the following:
  - Fictitious Name/Assumed Name/Trade Name Certificate
  - Business License/
  - Copy of the Operating Agreement

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### CORPORATIONS:

- Federal Tax ID Number (TIN)
- Copy of the Certified Articles of Incorporation listing/executed by application members
- And **ONE** of the following:
  - Copy of Corporate Resolution
  - Business License
  - Certificate of Incorporation and Certificate of Assumed Name