



# Business Checking Account Checklist

To assist you in opening your new business checking account we may request the following:

## **Sole Proprietor/DBA**

- SSN or TIN of Owner

## **Limited Liability Company (LLC)**

- TIN of Limited Liability Company
- Articles of Organization
- LLC Resolution
- Operating Agreement

## **Partnership**

- TIN of Partnership
- Partnership Agreement
- Certificate of Limited Partnership or Limited Liability Partnership

## **Non-Profit Organization**

- TIN of Non-Profit Organization
- If incorporated, follow rules for a corporation
- If tax-exempt, IRS documentation or tax return
- If not tax-exempt, authorization letter

## **Corporation**

- TIN of Corporation
- Articles of Incorporation
- Corporate Resolution