

The success of your business matters!

OPENING A BUSINESS ACCOUNT CHECKLIST

Corporation

- 2 forms of ID for each person that will be on the account
- All owners/signers must be present if signing in branch
- Certificate of Incorporation
- Articles of Incorporation
- Corporate Tax ID paperwork
- Beneficial ownership Form Completed/Signed (Document Available in Branch @ GRFCU)

Partnership

- 2 forms of ID for each person that will be on the account
- All owners/signers must be present if signing in branch
- Partnership Agreement
- Partnership Tax ID paperwork
- Certificate of Assumed Name
- Proof of Publication
- Beneficial Ownership Form Completed/Signed (Document Available in Branch @ GRFCU)

LLC

- 2 forms of ID for each person that will be on the account
- All owners/signers must be present if signing in branch
- LLC Certificate of Organization
- LLC Articles of Organization
- LLC Tax ID paperwork
- Beneficial ownership Form Completed/Signed (Document Available in Branch @ GRFCU)

Sole Proprietorship

- 2 forms of personal identification
- Certificate of Assumed Name & Proof of Publication – unless full legal name is the name of the business
- Sole Proprietorship Tax ID Paperwork – unless a Social Security Number was used

Non-Profit Organization/Association

- 2 Forms of ID for each person that will be on the account
- All owners/signers must be present if signing in branch
- Federal Tax ID paperwork
- Association's Bylaws or Meeting Minutes
- Articles of Incorporation
- Certificate of Incorporation



If you do not have the required documentation, you can access them from the state by visiting this website: www.sos.state.mn.us

320.252.5393

GREAT RIVER
Federal Credit Union