

Business Account Checklist

Business Entity Type	Business Documents must be fully completed
Corporation	<ul style="list-style-type: none"> - Filed Certificate of Organization and filed Articles of Incorporation - Tax ID assignment from IRS - State or federally issued photo ID for all CU members and authorized signers
General Partnership	<ul style="list-style-type: none"> - Filed Certificate of Organization and filed Articles of Incorporation - Partnership Agreement - Tax ID assignment from IRS - State or federally issued photo ID for all CU members and authorized signers
Limited Liability Company	<ul style="list-style-type: none"> - Filed Certificate of Organization and filed Articles of Incorporation - Limited Liability Company Operating Agreement - Tax ID assignment from IRS - State or federally issued photo ID for all CU members and authorized signers
Limited Partnership	<ul style="list-style-type: none"> - Certificate of Limited Partnership - Filed Certificate of Organization and filed Articles of Incorporation - Partnership Agreement - Tax ID assignment from IRS - State or federally issued photo ID for all CU members and authorized signers
Non-Profit Corporations	<ul style="list-style-type: none"> - By-Laws and Meeting Minutes (non-profit corporations) - Filed Certificate of Organization and filed Articles of Incorporation - Tax ID assignment from IRS - State or federally issued photo ID for all CU members and authorized signers
Sole Proprietorship	<ul style="list-style-type: none"> - Filed Certificate of Organization and filed Articles of Incorporation *** unless using their proper name *** - Tax ID assignment from IRS (EIN) or Social Security Number - State or federally issued photo ID for Sole Proprietor and all agents