



To assist you with opening your business account,
please refer to the business type below for required documentation.

Business Type:	
Number of Owners:	
Percent of Ownership for Each Owner:	
1. ____ 2. ____ 3. ____ 4. ____ 5. ____ 6. ____	
Expiration Date of Business Filing:	
Sole Proprietorship	<input type="checkbox"/> County-filed Assumed Name Certificate <input type="checkbox"/> Certificate of Business Registration <input type="checkbox"/> EIN or SSN
Limited Liability Corporation (LLC)	<input type="checkbox"/> Articles of Organization <input type="checkbox"/> Resolution of LLC (or available in Symform) <input type="checkbox"/> State-filed Assumed Name Certificate (if conducting business under a different business name) <input type="checkbox"/> SSN or EIN if more than 1 owner
For Profit Corporation (Inc.)	<input type="checkbox"/> Articles of Incorporation <input type="checkbox"/> Corporate Resolution (or available in Symform) <input type="checkbox"/> State-filed Assumed Name Certificate (if conducting business under a different business name) <input type="checkbox"/> EIN
Recreation or Club	<input type="checkbox"/> Meeting minutes or letter from organization stating authorization of formation of account and authorized signers. <input type="checkbox"/> EIN

BUSINESS ACCOUNT OPENING CHECKLIST

	<p>Non-Profit Organization/Non-Profit Association/Unincorporated Non-Profit Association</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Articles of Incorporation/Articles of Organization <input type="checkbox"/> Corporate Resolution/Resolution of LLC <input type="checkbox"/> State-filed Assumed Name Certificate (if conducting business under a different business name) <input type="checkbox"/> IRS Determination Letter (if applicable) <input type="checkbox"/> Meeting minutes or organization letter stating authorization of formation of account and authorized signers. <input type="checkbox"/> EIN
	<p>Campaign or Political Account</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Statement of Organization – filing with the State of Michigan showing establishment of the committee and designation of treasurer. <input type="checkbox"/> Resolution of Unincorporated Association signed by the Treasurer <input type="checkbox"/> EIN
	<p>Limited Liability Partnership (LLP)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Limited Partnership Agreement <input type="checkbox"/> Articles of Organization State Filed Assumed Name Certificate (if business operating under a different business name) <input type="checkbox"/> County Filed Certificate of Business Registration <input type="checkbox"/> EIN

*Please see a Community Financial Credit Union Representative or contact (877) 937-2328 for more details. For accounts with multiple owners, all business owners must be present with valid photo ID at account opening. Additional items may be requested as needed.

