

# Business Account Checklist

## LIMITED LIABILITY COMPANY (LLC)

- Certificate of LLC
- Articles of Organization
- EIN Certification
- 2 forms of ID for all authorized signers
- Identifying information for all Beneficial Owners of the company

## CORPORATION

- Certificate of Incorporation
- By Laws
- Articles of Organization
- EIN Certification
- Corporate Resolution
- 2 forms of ID for all authorized signers
- Identifying information for all Beneficial Owners of the company

## PARTNERSHIP

- Partnership Agreement
- Partnership Resolution
- EIN Certification
- 2 forms of ID for all authorized signers
- Identifying information for all Beneficial Owners of the company

## SOLE & SPOUSAL PROPRIETORSHIPS

- Trade Name Certificate or Sole Proprietor Resolution
- 2 forms of ID for all authorized signers.