

BETTER BUSINESS BANKING

In 3 Easy Steps

Gather

Gather items from the checklist to the right

1

Schedule

Stop by one of our convenient locations, or call us to make an appointment.

2

Enjoy

All of the unique business benefits that Jeanne D'Arc Credit Union has to offer!

3

YOU WILL NEED THE FOLLOWING DOCUMENTATION BASED ON YOUR FORM OF OWNERSHIP

SOLE PROPRIETOR

- Sole Proprietor's Social Security Number (SSN) or IRS Tax Identification Number (EIN)
- A Certificate of Existence from the City/Town

CORPORATION OR LIMITED LIABILITY COMPANY (LLC)

- Collect Beneficial Ownership Information
- The Business Tax Identification Number (EIN) (if applicable)
- Articles of Incorporation/Certificate of Organization

GENERAL PARTNERSHIP OR LIMITED PARTNERSHIP

- Collect Beneficial Ownership Information
- Partnership Agreement listing all partners with Banking Power
- The Business Tax Identification Number (EIN)

DOING BUSINESS AS (DBA)

- A Certificate of Existence from the City/Town
- Fictitious Name Certificate

NON-PROFIT ORG., UNINCORPORATED ASSOC. OR ORG

- The Business Tax Identification Number (EIN)
- If non-profit, 501C tax exempt certification from IRS
- If Incorporated, Certified Copy of the Corporate Resolution
 - Collect Beneficial Ownership Information if it is the mother company (main corporation) - Not required if subsidiary
- If not Incorporated, a letter from the organization on letterhead authorizing establishment of account and authorized signers

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Please note that you will need one form of identification for each Authorized Signer, such as a valid state issued driver's license, current US Passport or Foreign Passport, or other Jeanne D'Arc Credit Union approved form of identification.

Our Credit Union complies with Section 326 of the USA Patriot Act. This law mandates that we verify certain information about all signers on the account, including name, legal address, date of birth and social security or tax identification number, while processing your account application.