



Business Account Documentation Requirements

The business structure determines the documentation required to open a business account as listed below. All documentation names and vesting must match. **Original business documents MUST be provided. A valid Tax ID number (EIN) in the name of the business is required for all new accounts. Sole Proprietorships may use the owner's Social Security number (SSN) or an EIN.**

GENERAL PARTNERSHIP	
Documents Required Check off List	
X	**REQUIRED: For each person with 25% or more ownership
	Primary Identification** <ul style="list-style-type: none"> • Unexpired driver's license, passport or government issued id
	Secondary Identification** <ul style="list-style-type: none"> • City badge or other Selected Employer Group (SEG) ID card, major credit card (bank-issued, not expired, must be embossed with member's name), debit card (bank-issued, not expired, must be embossed with member's name), employer-issued ID with picture, student ID with picture, or firearm license
	Physical Address**
	Social Security Number **
	Date of Birth**
	Filed Fictitious Business Name Statement
	Partnership Agreement
	Certification of Beneficial Ownership Form <ul style="list-style-type: none"> • Provided by Wheelhouse Credit Union and completed in-person