

Business Account Checklist

Lodge, Association or Club

(i.e. Little League team, church or charitable group)



All signers and owners:

- Valid Picture Identification

 (i.e. Drivers License, Passport, State ID)
- Birth Date Verification (Usually on Picture ID)
- Social Security Number Verification
- Physical Address Verification

 (i.e. Drivers License, Utility Bill, State ID)

Documents

- Tax Identification Number (TIN or EIN)
- Minutes

(or other similar documentation which states who is authorized to sign checks and open accounts on behalf of the organization)

 Trade name registered with the DCCA (Department of Commerce and Consumer Affairs)

