

Business Account Documentation Checklist

Sole Proprietorship

- IRS EIN Letter or SSN (if not using an EIN)
- Assumed Name Certificate or Certificate of Ownership of Business (if business name is different than member's full name.)
Certificate of Good Standing (if business name is member's full name.)

General Partnership

- IRS EIN Letter
- Assumed Business Name Certificate or Certificate of Ownership of Business

Corporation

- IRS EIN Letter
- Articles of Incorporation (If Articles are unavailable, Certificate of Good Standing is acceptable.)

Limited Partnership

- IRS EIN Letter
- Certificate of Limited Partnership

Limited Liability Company

- IRS EIN Letter
- Articles of Organization- Limited Liability Company (If Articles are unavailable, Certificate of Good Standing is acceptable.)

Limited Liability Partnership

- IRS EIN Letter
- Limited Liability Partnership Statement of Registration

Unincorporated Organization or Club Account

- IRS EIN Letter

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