

Documentation Checklist for General Partnership Accounts

Eligibility

All partners must be eligible for membership with Crane Credit Union, but do not have to be members, or the business can be an existing Crane Credit Union Selected Employee Group (SEG)

WHAT WE NEED TO OPEN YOUR BUSINESS ACCOUNT:

- Employer Identification Number (EIN)
- License for Auto Dealers / Growers / Animal Sales / Ammo|Gun|Firework Dealers (if applicable)
- Partnership Agreement
- Copy of Assumed Business Name (if applicable)
- Completed Document Checklist (this document, pg. 2)
- New Account Service Checklist (document provided in packet, pg. 3)
- Business Account Information Worksheet (document provided in packet, pg. 4)
- Certificate of Beneficial Owner(s) (document provided in packet, pg. 5)
- Business Account Opening Questionnaire (document provided in packet, pg. 6)
- What You Need to Know about Overdrafts (document provided in packet, pg. 7)
- Copy of Driver's License for each Individual name listed on the Business Account worksheet(pg4) and/or Certificate of Beneficial Owner(s) (pg5). * For Non-U.S. Persons: An Individual Due Diligence and Passport is required along with a State Issued ID, Alien Identification Card, or number and county of issuance of any other government-issued document evidencing nationality or residence and bearing a photograph.

CRANE CREDIT UNION USE ONLY:

Rcvd by: _____ Teller# _____ Branch: _____

Date Rcvd: _____ Date/Time Forwarded: _____

Please forward all documents to business@cranecu.org

BUSINESS SERVICES USE ONLY:

Other documents to complete:

- Business Membership Application & Agreement Business Resolution

