

The following items are required to open a Business Account at Pioneer Federal Credit Union:

Sole Proprietorship

- Copy of the Certificate of Assumed Business Name from Secretary of State
- EIN number (if applicable), or Social Security Number

General and Limited Partnership

- Copy of the Partnership Agreement showing the business name and name of all partners (*this must be signed*)
- Copy of the Certificate of Assumed Business Name from Secretary of State
- Copy of TIN/EIN letter from IRS, or most recent tax returns with the Partnership tax ID number

Corporation

- Copy of the Articles of Incorporation form Secretary of State
- Copy of Corporate Resolution identifying the people authorized to open and transact on the business account(s)
- Copy of meeting minutes to identify the officers of the corporation (if applicable)
- Copy of TIN/EIN letter from IRS, or most recent tax returns with the Corporation tax ID number
- *Non-profit corporations* must also bring copy of the IRS ruling letter under IRC 501C

Limited Liability Company

- Copy of the Articles of Organization from Secretary of State
- Copy of the Operating Agreement
- Copy of meeting minutes or resolution from the LLC to identify the people authorized to open and transact on the business account(s)
- Copy of TIN/EIN letter from IRS, or most recent tax returns with the LLC tax ID number

Organization, Club or Unincorporated Association

- Documentation from Secretary of State
- Copy of meeting minutes or resolution to identify the people authorized to open and transact on the business account(s)
- Letter of Authorization on the organization's letterhead

