

Checklist for Opening a New Business Account*

Sole Proprietorship D/B/A

- Signature Card
- D / B / A Business Certificate
- Tax ID/Social Security Number
- Photo I.D. & SS# of all account signers

Partnership

- Partnership Agreement
- Assumed name certificate
- Tax ID number
- Photo I.D. & SS# of all account signers

LLC

- Articles of Organization
- Operating agreement (if applicable)
- Tax ID number
- Filing Receipt
- Photo I.D. & SS# of all account signers

Corp & S Corp

- Filing receipt
- Certificate of Incorporation
- Tax ID number
- Photo I.D. & SS# of all account signers

Not-For-Profit/Organization

- Tax ID Number
- 501C3 (if applicable)
- Certificate of incorporation (if applicable)
- Filing Receipt (if applicable)
- Photo I.D. & SS# of all account signers

*Additional information may be required.

Thank you for choosing NEFCU for your business needs.



Feel free to contact our Business Team at **516-714-2960**, visit your nearest branch or email us at **BusinessServices@myNEFCU.org**

