



BUSINESS DOCUMENTS REQUIRED – UTAH

Business Type	Documentation Checklist
Sole Proprietorship	<ul style="list-style-type: none"> • Assumed Name Certificate/DBA (Valid for 3YRS after issuance) • Social Security Number or Tax Identification Number issued by the IRS
General or Informal Partnership	<ul style="list-style-type: none"> • Certificate of General Partnership / DBA (Valid for 3YRS after issuance) • Partnership Agreement (if available) • Tax Identification Number for the Partnership issued by the IRS (No SSN's) • Statement of Foreign Entity Authority, if out of state business entity
Limited Liability Partnership	<ul style="list-style-type: none"> • Certificate of Limited Partnership issued by the Dept. Of Commerce • Partnership Agreement (If available) • Tax Identification Number for the Limited Partnership issued by the IRS (No SSN's) • Foreign Registration Statement, if out of state business entity
Corporation	<ul style="list-style-type: none"> • Articles of Incorporation filed with the Dept. of Commerce • Tax Identification Number- for the Corporation issued by the IRS (No SSN's) • DBA, if doing business as a name other than what is listed on Articles of Incorporation • Foreign Registration Statement, if out of state business entity
Limited Liability Company	<ul style="list-style-type: none"> • Certificate of Organization filed with the Dept. Of Commerce • Tax Identification Number- for the LLC issued by the IRS (No SSN's) • DBA, if doing business as a name other than what is listed on the Certificate of Organization • Foreign Registration Statement, if out of state business entity
Non- Profit Organization/ Associations	<ul style="list-style-type: none"> • Bylaws or Charter- for Association • Minutes- reflecting elected authorized signers or a letter signed by the President on letterhead authorizing the establishment of the account and respective signers • Tax Identification Number- for the Association issued by the IRS (No SSN's) • If Associations is Incorporated please see "Corporation" for additional required documents

***Business Owner(s) and Controlling Manager/Officer Information for All Accounts**

***Proper ID and Social Security number for all account Owners & Signers**

***Beneficial Owner is any individual who directly or indirectly, owns 25% or more of the business or controls the entity doing business with Security Service Federal Credit Union**