

# Colorado Credit Union - Business Banking Services

Information and Documents required to open a Business Membership

## ALL BUSINESSES

- Business accounts will need to be created in branch at one of our locations
- Business federal tax ID number (EIN or SSN)
  - EIN verification required with copy of official IRS designation letter or filed tax documents
- Tax ID number (SSN or ITIN) for all signers on the account
- An unexpired government issues ID for all signers on the account
- Physical address for business and all signers on the account
- Your business must currently be in good standing with the state in which it is registered under

**Please Note:** Additional information may be requested when processing your membership application

## SOLE PROPRIETORSHIP

- Copy of the business fictitious trade name filed with the state (Trade Name Affidavit)

## LIMITED LIABILITY COMPANY (LLC)

- Copy of the Articles of Organization
- Operating Agreement (If there are going to be authorized signers outside of the business agreement)

## CORPORATION

- Copy of the Articles of Incorporation
- Copy of business bylaws (if requested)

## PARTNERSHIP

- Copy of Partnership Agreement
- Copy of Certificate of Limited Partnership (*Applicable only for Limited Partners*)
- Articles of Association (*Applicable only for Limited Liability Partners*)

## CLUB/ASSOCIATION/NONPROFIT

- Copy of business meeting minutes showing the authorized signers for business

# Colorado Credit Union - Business Banking Services

General information to consider when opening a Business Membership

## Provided by Colorado Credit Union

- Membership Application
- Beneficial Owner Form (*any person with 25% ownership or more must be listed on this form*)

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### MEMBERSHIP ELIGIBILITY

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- You are eligible to join if;
  - You live, work, attend school, or worship in the following counties: Adams, Douglas, Jefferson, Arapahoe, Weld, Denver, Broomfield, or Boulder
  - You are a family member of Colorado Credit Union member
  - You are employed by a Colorado Credit Union select employer
  - You are a member of Consumers United Association
- Must be registered and in good standing in your state's Secretary of State Site
- Business Membership Application signed by all account signers
  - Must be submitted in the legal, registered business name
- Required \$5 membership in the Main Share savings
- Review [Business Service Agreement](#) & [Our Rates and Service Charges](#) disclosures

### New Account Checklist\*

Items you may want to think about when opening a new account (if applicable):

- |   |   |
|---|---|
| <input type="checkbox"/> Debit Card (Free)                            | <input type="checkbox"/> <a href="#">Interest-bearing accounts</a>                            |
| <input type="checkbox"/> Checks                                       | <input type="checkbox"/> <a href="#">Overdraft Protection</a>                                 |
| <input type="checkbox"/> <a href="#">RoundUp for savings</a>          | <input type="checkbox"/> <a href="#">CCU Blog</a> for financial tips, tricks, and information |
| <input type="checkbox"/> <a href="#">Online/Mobile Banking</a>        | <input type="checkbox"/> <a href="#">Newtek Business Solutions</a>                            |
| <input type="checkbox"/> <a href="#">Upcoming Events</a>              | <input type="checkbox"/> <a href="#">Centennial Lending</a>                                   |
| <input type="checkbox"/> Review our <a href="#">Member Newsletter</a> |   |

\*Ask a representative for additional information