



Business Accounts - Required Documents

Please use the table below to identify which documents are required in order to open an account based on your business type.

Business Type	Documents
Sole Proprietorship	<ul style="list-style-type: none"> Trade Name Certificate, showing sole proprietor and Doing Business As (DBA) name (When requesting DBA on account)
Limited Liability Company (LLC)	<ul style="list-style-type: none"> Articles of Organizations Trade Name (When requesting a DBA on the account)
Corporation (For-Profit and/or Non-Profit)	<ul style="list-style-type: none"> Articles of Incorporation Trade Name (When requesting a DBA on the account)
Unincorporated Organizations & Associations	<ul style="list-style-type: none"> Letter or meeting minutes on organization's letterhead or Bylaws Certification of Tax ID Number Official Recognition Document from parent organization Trade Name (When requesting a DBA on the account)
General Partnership	<ul style="list-style-type: none"> Partnership Agreement Certification of Tax ID Number Trade Name (When requesting a DBA on the account)
Limited Partnership (LP) & Limited Liability Partnership (LLP)	<ul style="list-style-type: none"> Partnership Agreement Certification of Limited Partnership Trade Name (When requesting a DBA on the account)
Trusts	<ul style="list-style-type: none"> Certificate of Trust Existence or Trust Document

Important Information

All business need:

- Two forms of ID for signers
- SSN (Sole Proprietor or TIN# for all other business types)
- All persons named as signers must sign in person at the branch or have their signature notarized

**Businesses established in another state require a certificate issued by the Arizona Secretary of State or Arizona Corporation Commission authorizing business to transact business in Arizona. Federally insured by NCUA

