



opening up
**your business
account**

CORPORATIONS

BOTH PROFIT AND NON-PROFIT

Documentation needed from the organization to open the account:

- Corporate resolution designating Directions Credit Union as the depository and naming the specific individuals authorized on the account – this should be signed by the board secretary of the corporation
- Articles of Incorporation filed with the state of Ohio or Michigan and should be in good standing
- Proof of EIN – SS-4 Form issued by the IRS *(the name should match the name on the articles of incorporation)*
- Contact number and email address for the company
- Physical address and mailing address for the company – the business itself has to be domiciled in our field of membership

Documentation needed from each signer on the account:

- Valid driver license and social security number for each signer
- Contact number and email address for each signer
- Physical address and mailing address for each signer
- If the address on the license does not match the physical address given we will need address verification



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