



opening up
**your business
account**

SOLE PROPRIETOR/DBA ACCOUNTS

Documentation needed from the organization to open the account:

- Proof of EIN – SS-4 Form issued by the IRS
(this should match the name listed on the trade name/fictitious name filing in Ohio or Certificate of Assumed name in Michigan)
- SSN of the sole owner can be used
- Contact number and email address for the organization
- Physical address and mailing address for the organization – 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



Life made easier.

1.888.508.2228 | directionscu.org