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# Opening a business account?

Be sure to bring these items when you meet with a banking associate to open your next business account.

## **Sole Proprietorship**

- Completed Piedmont Bank Business Account Application
- Form from IRS Issuing Business EIN/TIN (if applicable)
- NAICS Code for Business
- SSN, Valid Driver's License and Secondary form of ID for All Account Signers
- Trade Name Affidavit (filed with the county clerk for DBA's)
- Occupational Business License
- Resolution (provided by The Piedmont Bank)

## **Limited Liability Companies (LLC)**

- Completed Piedmont Bank Business Account Application
- Form from IRS Issuing Business EIN/TIN (if applicable)
- NAICS Code for Business
- SSN, Valid Driver's License and Secondary form of ID for All Account Signers
- Articles of Organization
- Members Control Agreement (if applicable)
- Operating Agreement (if applicable)
- Occupational Business License
- Resolution (provided by The Piedmont Bank)
- Certification of Beneficial Owners of Legal Entity (provided by The Piedmont Bank)

## **Corporations**

Completed Piedmont Bank Business Account Application  
Form from IRS Issuing Business EIN/TIN (if applicable)  
NAICS Code for Business  
SSN, Valid Driver's License and Secondary form of ID for All Account Signers  
Articles of Incorporation filed with the state  
Corporate by-laws (if applicable)  
Non-Profit Corporations require Board of Director Authorization  
Occupational Business License  
Resolution (provided by The Piedmont Bank)  
Certification of Beneficial Owners of Legal Entity (provided by The Piedmont Bank)

## **Unincorporated Lodges, Associations, or Other Entities**

Completed Piedmont Bank Business Account Application  
Form from IRS Issuing Business EIN/TIN (if applicable)  
NAICS Code for Business  
SSN, Valid Driver's License and Secondary form of ID for All Account Signers  
Bi-Laws  
Meeting minutes  
Occupational Business License  
Resolution (provided by The Piedmont Bank)  
Certification of Beneficial Owners of Legal Entity (provided by The Piedmont Bank)

## **Partnership & Limited Liability Partnerships (LLP's)**

Completed Piedmont Bank Business Account Application  
Form from IRS Issuing Business EIN/TIN (if applicable)  
NAICS Code for Business  
SSN, Valid Driver's License and Secondary form of ID for All Account Signers  
Partnership Agreement  
Statement of Qualifications filed with State Filing office  
Occupational Business License  
Resolution (provided by The Piedmont Bank)  
Certification of Beneficial Owners of Legal Entity (provided by The Piedmont Bank)

