

All business accounts must be opened at a Provident branch location. Please have the following information available when applying:

- Valid government-issued ID for each signer
- Employer Identification Number (Sole Proprietor may use SSN)
- Business Account Application/Signature Card (may be completed at branch location)

Required Additional Documentation

- **All documentation must be available as original documents for copying**
- The most recent filing with the state and/or amended version of each document is required
- If the member is conducting business as a DBA (“doing business as”) or fictitious name entity, trade name, or assumed name, have the person provide a copy of the entity’s Fictitious Name Statement. NOTE: Fictitious Name Statement are filled with and provided by the county where the business has its primary location or operation.

BUSINESS ENTITY	DOCUMENTATION REQUIRED
Sole Proprietor	<input type="checkbox"/> Business License (or similar permit/certificate)
General Partnerships	<input type="checkbox"/> Partnership Agreement (must show business name and names of partners) <input type="checkbox"/> Statement of Partnership Authority Form GP-1 (Certified by Secretary of State)
Limited Partnerships (LP)	<input type="checkbox"/> Limited Partnership Agreement (must show business name and names of partners) <input type="checkbox"/> Certificate of Limited Partnership (Certified by Secretary of State)*
Limited Liability Partnerships (LLP)	<input type="checkbox"/> Limited Liability Partnership Agreement (must show business name and names of partners) <input type="checkbox"/> Certificate of Limited Liability Partnership (Certified by Secretary of State)*
Limited Liability Companies (LLC)	<input type="checkbox"/> Signed Operating Agreement (including modifications or amendments) <input type="checkbox"/> Articles of Organization (Certified by Secretary of State)*
Corporation (S Corp, C Corp, Incorporated Association, and Non-Profit 501(c)(3))	<input type="checkbox"/> Bylaws (including any amendments or Corporate Resolution (Board minutes) authorizing account opening at Provident) <input type="checkbox"/> Articles of Incorporation (Certified by Secretary of State)*
Unincorporated Associations, Social/Recreational Clubs	<input type="checkbox"/> Organization Document

* Original form not required – Provident Credit Union will verify filing at time of account opening.

For any LP, LLP, LLC and Corporations residing outside CA, please provide Foreign (LP, LLP, LLC and Corps) – Certificate of Registration or Certificate of Good Standing.