



Starting your New Enrichment Business Relationship

Business Account Opening Information for Sole Proprietors

Thank you for choosing Enrichment Federal Credit Union for your business needs. We want your new account opening experience with us to be simple and easy. We are providing you the following information to help get you started. We look forward to helping you with all your business needs.

Individuals that need to be present at account opening:

- Sole Proprietors with one owner – the owner
- Spousal Sole Proprietors – both owners
- Sole-Proprietors with Power of Attorney – the agent with Power of Attorney papers
- If you need to add authorized signers to the account, they must also be present.

Information required to open account:

Personal Identification - Unexpired government issued photo ID for all signers on the account.

Tax Identification Number - SSN, or an Employer Identification Number (EIN) is required.

Business Documentation –

- If your sole proprietorship operates under your SSN and your name, no business documentation is required.
- If your sole proprietorship operates under an EIN and a name other than the owner's legal name, additional documentation is required. Acceptable documentation would include one of the following: Business License, Assumed Name Certificate, Business Permit, Sales Tax Certificate, contract as independent reseller, or Schedule C of IRS tax return.

Power of Attorney's Only:

Original Power of Attorney Document

Personal Identification - Unexpired government issued photo ID for the agent and the owner.

Additional Information Requested At Account Opening:

- Business address
- Phone number
- Nature of your business
- Number of employees
- Types of transactions and volumes you expect to process through the new account
- Estimated annual sales
- Where products and services are sold

If you have any questions regarding this information or anything regarding your new account, please contact us. Thank you again for choosing Enrichment Federal Credit Union.