

Required Business Documents

Business Type

Documents

Corporations & S Corporations

Verification of EIN
 Articles of Incorporation
 Bylaws OR Corporate Resolution *(Also confirms Beneficial Owners)*
 Certificate of Good Standing issued by the State of formation

Limited Liability Company (LLC)

Verification of EIN
 Certificate of Good Standing issued by the State of formation
 LLC Articles of Organization
 Operating Agreement *(Also confirms Beneficial Owners)*

Sole Member LLC

Verification of EIN*
 Verification of Individual SSN*
 Certificate of Good Standing issued by the State of formation
 LLC Articles of Organization

Partnership & Limited Partnerships

Verification of EIN
 Certificate of Good Standing issued by the State of formation
 Operating Agreement OR Partnership Agreement
(Also confirms Beneficial Owners)

Sole Proprietors

Verification of EIN
 Verification of Individual SSN
 Certificate of Business Ownership

Not for Profit entities (501C3)

Verification of EIN
 501C3 Designation
 Organization's Bylaws
 Recent Meeting Minutes *(within 90 days)*

Government

Verification of EIN
 Organization's Bylaws
 Charter
 Recent Meeting Minutes *(within 90 days)*

*Sole member LLCs can report under owner's SSN or it's own EIN