

What Information Will I Need to Open a Business Account?

The more we know about your business, the better we can support you. To open your new business account, all owners and signers will need to be present and provide the following information:

- Name
- Address
- Social Security Number
- Date of Birth
- Government-Issued ID

Additional documentation is required based on business type. Please reference the requirements list below for more information.



Requirements By Business Type

Sole Proprietor

DCCU membership is open to sole proprietors that operate within our field of membership.

- Tax ID, if different than owner's social security number
- Fictitious name or assumed name filing (if conducting business in name other than the business owners')
- Business License, if required by your jurisdiction

Limited Liability Company (LLC)

The business must be located in our field of membership or all members must be eligible for membership.

- Tax ID, if different than owner's social security number
- Articles of Organization (filed with SCC)
- Operating Agreement, if applicable
- Business License, if required in your jurisdiction

Corporation

The business must be located in our field of membership or all business owners must be eligible for membership.

- Tax ID
- Articles of Incorporation (filed with SCC)
- Resolution granting permission to open the account
- Charter or bylaws, if applicable

Partnership

The business must be located in our field of membership or all partners must be eligible for membership.

- Tax ID
- Bylaws, if applicable
- Partnership Agreement, if applicable

Non-Profit

The organization must be within our field of membership.

- 501(C)(3) Certificate
- Tax ID
- Articles of Incorporation (registered with SCC)
- Resolution or Meeting Minutes granting permission for account
- Charter or bylaws, if applicable

Formal Association

The association must be in our field of membership.

- Tax ID
- Resolution or Meeting Minutes granting permission for account
- Bylaws, if applicable

Informal Association or Club

The association or club must be in our field of membership.

- Tax ID (if not utilizing a social security number)
- Bylaws, if applicable

Understanding your business is important, therefore we encourage you to provide all documentation outlining the governance of your business. If you have questions, please contact the Business Accounts Department at businessaccountsdepartment@mydccu.com.