

# OKLAHOMA'S CREDIT UNION

*Thank you for your interest in choosing OKCU for your business account needs.  
Additional documents may be required based on specific business type or activity.*

## Corporation

- ☐ Articles of Incorporation or Bylaws (Non-Profit may utilize Charter)
- ☐ Signed Corporate Resolution stating instructions to open account
- ☐ Signed Meeting Minutes accepting the Corporate Resolution
- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers
- ☐ If DBA, Oklahoma Secretary of State Trade Name Report

## Limited Liability Company (LLC)

- ☐ Signed Operating Agreement
- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers
- ☐ If DBA, Oklahoma Secretary of State Trade Name Report

## Non-Profit Organization/Association

- ☐ Signed Bylaws or Charter
- ☐ Meeting Minutes or Letter on letterhead signed by the president authorizing the establishment of account and listing the authorized signers
- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers
- ☐ 501(c)(3) Determination Letter

## Partnership (General, Limited Liability - LLP or Limited - LP)

- ☐ Signed Partnership Agreement listing names of partners
- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers
- ☐ If DBA, Oklahoma Secretary of State Trade Name Report

## Sole Proprietorship

- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers
- ☐ If DBA, Oklahoma Secretary of State Trade Name Report

## State Agency/Public Funds

- ☐ Request for Proposal from the Oklahoma State Treasurer or Deputy Treasurer
- ☐ Three-digit agency code from the Office of Management and Enterprise Services
- ☐ IRS Form SS-4 (Employer Identification Number verification)
- ☐ Valid government Photo ID and Social Security Number for all owners and authorized signers

For more details, visit [okcu.org](https://okcu.org) or call **405.606.6528** or **877.677.6528**.

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