

Business Account Opening Information

LIMITED LIABILITY COMPANIES (LLCs)

In Person

- Member Managed LLC – All Members
- Manager Managed LLC- All Managers
- If one of the Managers or Members of the LLC is another business, an authorizing representative of that business must also be present
- All authorized signers must be present at account opening

Personal Identification

- One form of a government issued-photo ID is required - CT Driver's License, CT-issued photo ID card, or U.S. Passport.
- For individuals without a government-issued photo ID or an out-of-state government-issued photo ID, two or more identification documents must be presented. The combination of the documents must bear a photograph and proof of residence.

Employer Identification Number (EIN) is required

- Single Member LLCs may use their Social Security Number (SSN) if no EIN

Business Documentation

- Certified copy of Connecticut Articles of Organization
- Copy of signed Operating Agreement (if applicable)
- Trade Name Certificate – required if your business is operating as a DBA (doing business as). Example: Jones Paint Supply LLC DBA Ace Professional Painting

The following documentation may also be requested

Supplemental documentation listing the current members of LLC (one of the following):

- Amendment documents
- Annual Report or Statement of Information
- If LLC was formed out of state, a certified copy of Certificate of Authority (Application for Registration).

All owners/members with 25% or more ownership and one individual with significant control

- Legal First Name and Last Name
- Residential Address
- Percentage of Ownership
- Copy of government-issued Identification
- Date of Birth
- Social Security Number

Additional information that will be requested at account opening

- Business address
- Phone number
- Types of transactions and volumes you expect to process
- Purpose of account
- Nature of business
- Additional information and documentation may be required based on nature of the business

Our goal is to make account opening experience all kinds of easier. If you have any questions, please contact us at **203.729.4442**, toll free **877.729.4442** or **online@ionbank.com**.

Member FDIC

