



## New Account Information Worksheet (Please type or print all information)

**Account Title:** \_\_\_\_\_

**Account Subtitle (if any):** \_\_\_\_\_ **Tax Identification Number (required):** \_\_\_\_\_

**Physical Location:** \_\_\_\_\_

**Statement Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **Facsimile (Fax) Number:** \_\_\_\_\_

Please note that the fields below in bold are required information fields for **all** authorized business signers. We will not be able to open a business account unless this information is provided for all authorized business signers. All other information fields are not required for authorized business signers but **are required** for all consumers unless otherwise noted.

<b>PERSONAL INFORMATION</b>	<b><u>SIGNER 1</u></b>	<b><u>SIGNER 2</u></b>	<b><u>SIGNER 3</u></b>	<b><u>SIGNER 4</u></b>
<b>Authorized Signer's Name**</b>				
Signer's Title				
Social Security Number				
Home/Mailing Address				
City, State, Zip Code				
Home Phone				
Employer/Occupation				
Employer's Address				
<b>Business Phone**</b>				
Email Address (if available)				
Date of Birth				
Birthplace				
Mother's Maiden Name				
<b>Driver's License Number**</b>		Exp.		Exp.
Secondary ID (if obtained)		Exp.		Exp.

BUSINESS ACCOUNT TYPES		
Totally Free Business Checking <input type="checkbox"/>	Business Interest Checking <input type="checkbox"/>	Attorney-Client Trust Interest Checking <input type="checkbox"/>
Premier Money Market <input type="checkbox"/>	Business Savings <input type="checkbox"/>	Certificate of Deposit <input type="checkbox"/>

PERSONAL ACCOUNT TYPES			
Totally Free Checking <input type="checkbox"/>	Totally Free Interest Checking <input type="checkbox"/>	High Yield Checking <input type="checkbox"/>	Premier Money Market <input type="checkbox"/>
Personal Savings <input type="checkbox"/>	Certificates of Deposit <input type="checkbox"/>	Individual Retirement Account <input type="checkbox"/>	

SERVICES / PRODUCTS REQUESTED				
Telephone Transfer Agreement <input type="checkbox"/>	Wire Transfer Agreement <input type="checkbox"/>	VIPBanker – Online Services <input type="checkbox"/>	Foreign Exchange <input type="checkbox"/>	ACH Origination <input type="checkbox"/>
Messenger/Courier Service <input type="checkbox"/>	ATM/Debit Card <input type="checkbox"/>	Merchant Services <input type="checkbox"/>	Lockbox Services <input type="checkbox"/>	Loans <input type="checkbox"/>

DOCUMENTATION RECEIVED			
CORPORATE	PARTNERSHIP	LIMITED LIABILITY COMPANY	SOLE PROPRIETORSHIP
Articles of Incorporation <input type="checkbox"/>	Partnership Agreement <input type="checkbox"/>	Articles of Organization <input type="checkbox"/>	Fictitious Business Name Statement, if applicable <input type="checkbox"/>
Corporate Minutes or Certificate of Domestic Stock <input type="checkbox"/>	Certificate of Limited Partnership (Form LP-1) <input type="checkbox"/>	Operating Agreement <input type="checkbox"/>	
Fictitious Business Name Statement, if applicable <input type="checkbox"/>	Certificate of Limited Liability Partnership (Form LLP-1) <input type="checkbox"/>	Statement of Information <input type="checkbox"/>	
Certificate of Qualification, <i>if the corporation is engaged in intrastate transactions</i> <input type="checkbox"/>	Joint Venture Agreement		
Registration of Corporate Name from the Secretary of State, <i>if the corporation is not engaged in intrastate business</i> <input type="checkbox"/>	Fictitious Business Name Statement, if applicable <input type="checkbox"/>		
Certificate of Good Standing from the State or Place in which it is Organized, <i>if the corporation is not engaged in intrastate business</i> <input type="checkbox"/>	<input type="checkbox"/>		

BANK USE						
Check Style	Single <input type="checkbox"/>	Duplicate <input type="checkbox"/>	Starting Number:	Quantity:	Color:	<b>Account Officer:</b> <b>Input by:</b> <b>Called Back by:</b>
Deposit Tickets	None <input type="checkbox"/>	Single <input type="checkbox"/>	Duplicate <input type="checkbox"/>	Triplicate <input type="checkbox"/>		
Endorsement Stamp	None <input type="checkbox"/>	Self-inking <input type="checkbox"/>	Stamp & Pad <input type="checkbox"/>			