

OPENING REQUIREMENTS



There is certain documentation required to open a new business/organization account with General Electric Credit Union (GECU) depending on the structure of the entity.

GECU requires the following for all entity types:

- Proof of eligibility into GECU
- Name, mailing address, physical address, phone number, and tax identification number of entity
- Name, mailing address, physical address, phone number, social security number, email address, and valid government issued identification for all authorized signers (physical address must match the address on the identification)
- Beneficial ownership documentation (if applicable)
- Documentation according to the type of entity being opened to verify business existence and individuals involved with the entity

Sole Proprietorship

- One of the following to document the relationship between individual and business name:
 - Fictitious Name Registration - DBA - (Secretary of State)
 - Official and valid governmental documentation (e.g., Business license, tax returns, etc.)

Corporation - For Profit or Not for Profit:

- Active Status Verification - (Secretary of State)
- Fictitious Name Registration - DBA (if applicable) - (Secretary of State)
- Original or amended Articles of Incorporation - (Secretary of State)
- One of the following to document current officers:
 - Operating Agreement
 - Meeting minutes
 - Official and valid governmental documentation
 - W-9



Limited Liability Company (LLC):

- Active Status Verification - (Secretary of State)
 - Fictitious Name Registration - DBA (if applicable) - (Secretary of State)
 - Original or amended Articles of Incorporation - (Secretary of State)
- One of the following to document current managers or members:
 - Operating Agreement
 - Meeting minutes
 - Official and valid governmental documentation
 - W-9

General or Limited Partnership:

- Active Status Verification - (Secretary of State)
 - Fictitious Name Registration - DBA (if applicable) - (Secretary of State)
 - Original or amended Certificate of Partnership - (Secretary of State)
- One of the following to document current partners:
 - Partnership Agreement
 - Meeting minutes
 - Official and valid governmental documentation
 - W-9

Group/Organization/Club:

- Active Status Verification (if applicable) - (Secretary of State)
 - Fictitious Name Registration - DBA (if applicable) - (Secretary of State)
 - Original or amended Articles of Incorporation (if applicable) - (Secretary of State)
 - Letter from parent organization giving authority for the use of their tax identification number (if applicable)
- One of the following to document who has authorization to open an account and who will be the authorized signers:
 - Official document from organization
 - Meeting minutes
 - Official and valid governmental documentation
 - W-9

Campaign:

- If campaign account in Ohio, then Designation of Treasurer form (30-D) filed with the Board of Elections.
 - If campaign account in Kentucky, then Statement of Spending Intent and Appointment of Campaign Treasurer form (KREF 001) filed with the Secretary of State or County Clerk.
- If campaign account in Indiana, then Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee form (CFA-1) filed with the Indiana Election Division.
 - One of the following to document who has authorization to open an account and who will be the authorized signers:
 - W-9



**General Electric
Credit Union**

Contact Business Services to learn more!

513.588.1699 | 800.542.7093

businessservices@gcreditunion.org