

# Getting Ready To Apply

## Requirement For All Business Types

A copy of the drivers license for all owners and authorized signers

## Doing Business Under a Different Name

If you are conducting your business using a DBA (doing business as), fictitious name, trade name or assumed name, please include one of the following documents. The document must bear the business name you've adopted and be current and in good standing.

- Fictitious name certificate
- Certificate of trade name
- Assumed name certificate
- DBA certificate

## Documents Required by Business Type

See what additional documents we'll need from you to apply for your business bank account(s) based on your business type.

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|---|--|--|
| <b>Sole Proprietor</b>  | <b>General Partnership</b>   | <b>Limited Liability Company (LLC)</b>   |
| <ul style="list-style-type: none"><li>• IRS SS-4 or 147 c Letter</li></ul>  | <ul style="list-style-type: none"><li>• General partnership agreement and all amendments</li></ul>   | <ul style="list-style-type: none"><li>• Operating agreement</li><li>• Articles of organization and all amendments</li></ul>  |
| <b>Limited Partnership (LP) or Limited Liability Partnership (LLP)</b>  | <b>Corporation – For Profit</b>  | <b>Corporation – Non Profit</b>  |
| <ul style="list-style-type: none"><li>• LP or LLP agreement and all amendments</li><li>• Certificate of LP or LLP partnership filed with the state</li></ul>  | <ul style="list-style-type: none"><li>• Articles of incorporation and all amendments</li><li>• Bylaws that state powers of the officers</li><li>• Meeting minutes with list of current active officers (most recent)</li></ul> | <ul style="list-style-type: none"><li>• Articles of Incorporation and All Amendments</li><li>• Letter from IRS of 501-c-3 status</li><li>• Bylaws that state powers of the officers</li><li>• Meeting minutes with list of current active officers (most recent)</li></ul> |
| <b>Association/HOA</b>  |  |  |
| <ul style="list-style-type: none"><li>• Articles of Incorporation and All Amendments or Articles of Organization or Association</li><li>• Meeting minutes with list of current active officers</li><li>• Bylaws that state powers of the officers</li><li>• Letter from IRS of 501-c-3 (if applicable)</li><li>• Property Management Contract Agreement (if applicable)</li></ul> |  |  |

## More About Our New Account Procedures

Axos Bank™ is required by Federal Law to obtain, verify and record information that identifies each client who applies for an account. When a client applies for an account, we will ask for the client's legal name, address tax identification number and other identifying information. We may ask for additional copies of documents evidencing the existence and good standing of the entity.

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