

MEMBERSHIP ELIGIBILITY

All business owners/managing signers must be individually eligible for membership in Air Force Federal Credit Union for the business to be eligible. The principal owners/managing signers of the business must be listed on the business' proof of existence. Additionally, the personal Air Force FCU accounts of all business owners/managing signers must be in good standing to open a business account.

For a current membership eligibility list, go to www.airforcefcu.com, click on **Membership Benefits, Join Now** and then click on **Membership Eligibility**.

BUSINESS STRUCTURE LEGAL DOCUMENTS

Please provide the required documents indicated for your business structure:

- **Organization**

1. Minutes/Letter on organization letter head stating the name of the organization and names of the Authorized Signers
2. Federal Tax ID Number (TIN) Letter
3. Signature Card (AFFCU provides)

- **Sole Proprietorship/DBA**

1. Trade Name/Assumed Name/Fictitious Name Certificate
2. Federal Tax ID Number (TIN) Letter
3. Sole Proprietorship/DBA Resolution(AFFCU provides)
4. Company Profile (AFFCU provides)
5. Signature Card (AFFCU provides)

- **General/Limited Partnership**

1. Partnership Agreement listing/executed by all applicable partners
2. Federal Tax ID Number (TIN) Letter
3. Trade Name/Assumed Name/Fictitious Name Certificate (If Applicable)
4. Partnership Resolution (AFFCU provides)
5. Company Profile (AFFCU provides)
6. Signature Card (AFFCU provides)

- **Limited Liability Company (LLC)**

1. Certified Articles of Organization listing/executed by all application members
2. Federal Tax ID Number (TIN) Letter
3. LLC Operating Agreement or By Laws
4. Trade Name/Assumed Name/Fictitious Name Certificate (If Applicable)
5. LLC Resolution (AFFCU provides)
6. Company Profile (AFFCU provides)
7. Signature Card (AFFCU provides)

- **Corporation**

1. Certified Articles of Incorporation listing/executed by all applicable owners
2. Federal Tax ID Number (TIN) Letter
3. Corporate Resolution with seal or By Laws
4. Trade Name/Assumed Name/Fictitious Name Certificate (If Applicable)
5. Corporate Resolution (AFFCU provides)
6. Company Profile (AFFCU provides)
7. Signature Card (AFFCU provides)

AUTHORIZED SIGNERS

Authorized signers are allowed access to all shares listed on account.

The business owners/managing signers are automatically included as authorized signers, while only the business owners/managing signers are allowed to add additional signers to their business accounts. Only the business owners/managing signers are allowed to remove signers from their business accounts. Please ensure all signatures are provided and appropriate documentation is included for each signer.

NOTE: If there are any important changes, you will notify us in writing immediately. You also agree to notify us of any change in your name, address, or employment within a reasonable time. You also promise that everything you have stated in this application is correct to the best of your knowledge. You authorize Air Force Federal Credit Union to obtain credit reports in connection with this application for membership and for renewal or extension of credit. You understand that it is a federal crime to deliberately provide incomplete or incorrect information to Federal Credit Unions insured by the NCUA. Air Force Federal Credit Union periodically scans all business members and associated accounts against the Department of Treasury, persons, organizations, programs, and countries lists. If prohibited high-risk deposit transactions are detected, the credit union will review the account for immediate account restriction and/or closure.