



To open your business account with Capitol National Bank, the following documentation is needed:

Please contact us at 517-316-0180 to open your account or if you have any questions.

Corporation:

- Articles of Incorporation
- Signed Bylaws
- Copy of EIN filed with the IRS
- Beneficial Owner form (link on website)
- Applicant information sheet for beneficial owners noted above (link on website)
- Copy of applicant's current identification

Limited Liability Company (LLC):

- Articles of Organization
- Signed Operating Agreement or Sole Member (link on website)
- Copy of EIN unless using owner's Social Security number (list on information sheet)
- Beneficial Owner form (link on website)
- Applicant information sheet for beneficial owners noted above (link on website)
- Copy of applicant's current identification

Sole Proprietorship (DBA):

- DBA filed with County
- Copy of EIN or owner's SS#
- Applicant information sheet (link on website)
- Copy of applicant's current identification

Partnerships:

- Certificate of Partnership
- Certificate of Assumed Name (if applicable)
- Signed Partnership agreement listing parties
- Copy of EIN
- Beneficial Owner form (link on website)
- Applicant information sheet for beneficial owners noted above (link on website)
- Copy of applicant's current identification

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