

Classification: Public

Hi Jeanne,

Paul asked me to compile a list of necessary items to open an account for an entity. Please note that the below is an initial list of what we would need. Compliance sometimes comes back to us with additional items. Please let me know if you have any questions.

Here's a list of items needed for different types of entities:

Please note that for any type of entity we will need the following information if the entity is the account holder:

- Name
- Address
- Date of Incorporation
- TIN
- Nature of Business
- Source of wealth/funds

Corporation:

- Certificate of good standing dated within 1 year
- Articles of Incorporation
- Bylaws
- Certified Share registry
- Proof of signing authority (board resolution authorizing account signers)

LLC

- Certificate of good standing dated within 1 year
- Operating Agreement
- Proof of ownership (usually attached to Operating Agreement)
- Proof of signing authority

Partnership, LP, or LLP

- Partnership Agreement
- Partner share listing
- Proof of signing authority (in Partnership Agreement or written authorizations for account signers)

For Any Entity or Person Owning 5%-25% of an above mentioned company:

- Name
- Address
- Occupation
- Nature of business

For Any Entity or Person Owning 25% or more of an above mentioned company:

- Name
- Address
- Date of Birth or Incorporation
- SSN/TIN
- Photo ID
- Occupation, employee name and address
- Nature of business
- Source of wealth

Kind regards,
Amanda Kirby

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