



## NEW BUSINESS MEMBERSHIP CHECKLIST FOR

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### MUNICIPALITIES

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Thank you for choosing Idaho Central Credit Union for your business needs. We want your experience to be easy and seamless. We have provided the following important information to help you get started. We look forward to working with you.

#### INDIVIDUAL(S) THAT NEED TO BE PRESENT AT MEMBERSHIP OPENING:

- An authorizing representative must be present.

#### FIELD OF MEMBERSHIP REQUIREMENTS:

- In order for your business to qualify for membership, the business must meet one of the following criteria:
  - Located within a Washington School District or
  - Located within one of the following Oregon counties: Baker, Malheur, Umatilla, Union, or Wallowa or
  - Located within Idaho and
    - Have W2 employees in Idaho or
    - Provide supplemental documentation and 50% of controlling interest has a personal Share Savings at ICCU

#### INFORMATION REQUIRED TO OPEN MEMBERSHIP:

- Personal Identification - Must be a Government-Issued I.D.
- Business Tax Identification Number
- Business Documentation - see below
  - Meeting minutes stating who is authorized to open bank accounts or an Appointment to Office of the Treasurer or a letter from the acting Commissioner
- Opening Deposit

#### SUPPLEMENTAL DOCUMENTAION MAY BE REQUIRED LISTING THE CURRENT MEMBERS:

- Meeting minutes