

Important Information about Procedures for Opening a New Account

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account.

What this means for you: When you open an account, we will ask for your name, address, date of birth, tax identification number and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

I certify that the attached is a full, true and accurate reproduction of the identification document(s) presented to me by:

Accountholder/Authorized Signer's Name

Accountholder/Authorized Signer's Name

on this _____ day of _____, 20 _____. The person presenting the document and signing below is the person pictured on the photo identification document and is to my knowledge the person identified therein.

Accountholder/Authorized Signer's Name

Accountholder/Authorized Signer's Name

State of _____

County of _____

Signed and sworn to before me, this _____ day of _____, 20 _____ by

_____ and _____

who appeared before me and produced the following identification:

Signature of Notary

[Notary Seal]

Printed Name of Notary

NOTARY PUBLIC

My commission expires: _____, 20 _____.

Please attach a legible black and white copy of the identification document(s) to this certification.
A list of acceptable forms of identification documents is provided on the back of this form.

Below is a list of acceptable “primary” and “secondary” forms of identification that are accepted by Alpena Alcona Area Credit Union. This is a non-inclusive list and AAACU reserves the right to accept or refuse identification that is presented.

INDIVIDUAL

Primary ID

To meet primary identification requirements, ONE of the following documents is required with a current address:

- State of Michigan Driver’s License
- State of Michigan Identification Card
- U.S. Passport
- U.S. Military ID Card

All documents must be valid and unexpired in order to be considered acceptable.

Secondary ID

TWO of the following are required when primary identification is not provided – one item must display the accountholder/authorized signor’s photo id and one item must disclose the accountholder/authorized signor’s current address.

- Out of State Driver’s License
- Out of State ID Card
- Employee ID
- Union ID Card
- School ID
- Work Permit
- Birth Certificate
- Social Security Card
- Utility Bill
- Current Payroll Stub
- Club Membership Card
- Other Organizational Membership Card
- Voter Registration Card

This list is not all inclusive; other documents to validate an individual’s signature, date of birth, social security number or address may be accepted upon review of an AAACU representative.

BUSINESS OR ORGANIZATION

Primary ID

To meet business or organization identification requirements, ONE of the following documents is required:

- | | |
|--|--|
| - Partnership Agreement | - Corporate Resolution |
| - Certificate of Incorporation or Organization | - Retail Business License |
| - Copies of bylaws | - Retail Installment Sales Number |
| - Copy of a trust agreement | - Federal Government TIN # Certificate |
| - Retail Merchant Certificate | - DBA Papers |
| - Professional License | |

**All authorized signers recorded on a Business or Organizational account must also be identified using the methods noted in the “Individual” section above.*