Acceptable Identification Documents

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

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