

Opening Your Business Account(s) at MHV

Below is a checklist to help you prepare to open your accounts at MHV.
The required documents vary depending on your business structure.
Please refer to the appropriate list below.

SOLE PROPRIETOR / DBA

- MHV Membership Application
- MHV Business Resolution of Authority Card
- Copy of DBA / Sole Proprietor Business Certificate that has been filed with the County Clerk
- NYS Driver's License / Photo ID with street address, if a PO Box, proof of residency is required

CORPORATION / SUB S CORPORATION

- MHV Membership Application
- MHV Business Resolution of Authority Card
- MHV Certification of Beneficial OwnersA
- Copy of Corporate Filing Receipt (From Black Book)
- NYS Driver's License / Photo ID with street address, if a PO Box, proof of residency is required

PARTNERSHIP

- MHV Membership Application
- MHV Business Resolution of Authority Card
- MHV Certification of Beneficial OwnersA
- Copy of Partnership Agreement Business Certificate that has been filed with the County Clerk
- NYS Driver's License / Photo ID with street address, if a PO Box, proof of residency is required

LLC / LLP

- MHV Membership Application
- MHV Business Resolution of Authority Card
- MHV Certification of Beneficial OwnersA
- Articles of OrganizationA
- Copy of LLC/LLP Filing Receipt (From Black Book)
- NYS Driver's License / Photo ID with street address, if a PO Box, proof of residency is required

ASSOCIATION / ORGANIZATION

- MHV Membership Application
- MHV Business Resolution of Authority Card
- MHV Certification of Beneficial OwnersA
- Letter from officers of organization authorizing account opening and stating authorized signersA
- NYS Driver's License / Photo ID with street address, if a PO Box, proof of residency is required

