HAPOBusiness

Athletic CLUB Account

The CLUB is the main or wider organization for which individual teams derive their support. Usually a Club will support more than one team.

Employer Identification Number (EIN)*

To request an EIN call 1-800-829-4933 or visit http://www.irs.gov.

Active registration with the state

- Specialists can obtain from the state websites for your convenience
 - Registration must state fictitious name (if applicable)

Articles of Incorporation (from State)

- Designates purpose at the time of registration
 - Specialists can obtain from the state website for your convenience

• Signed By-Laws

Defines the structure of the Corporation

• Resolution (subject Specific) or Meeting Minutes

- o Must include who will be an authorized signatory on the account
- o Should be signed by the Secretary of the Board

• Valid identification of <u>all</u> signers

- Information on Controlling Person if they will not be a signer on the account
 - Address, phone number, SSN, DOB, valid form of identification

^{*}Additional documents may be required if discrepancies arise once validated against government records