

CONSUMER ACCOUNT CHECKLIST

Thank you for choosing Border State Bank for your banking needs. We look forward to serving you.

Please review the list of current documentation required to open your new consumer account. Please gather this information and bring to your appointment to set up your new account:

- Full Name, including middle name
- Date of Birth
- Social Security Number
- Current physical address
- Copy of **unexpired** Photo ID (Driver's License, passport, etc)
 - If you have no Photo ID: copy of birth certificate and/or Social Security card
- Telephone number
- Email address, if applicable

In some cases, we may require additional documentation to verify the above information. To be best prepared, please also bring one of the following to your upcoming appointment:

If you've had a recent address change:

- Copy of utility bill to evidence current address; or
- Copy of lease agreement; or
- Copy of property tax statement

If you've had a recent name change:

- Marriage license; or
- New Social Security card; or
- Any other government document verifying name change

Again – we thank you for your business and if you should have any questions, please feel free to contact your personal banker at any time.



COMMUNITY BANKING AT ITS **BEST!**

BUSINESS ACCOUNT CHECKLIST

Thank you for choosing Border State Bank for your banking needs. We look forward to serving you.

Please review the list of current documentation required to open your new business account. Please gather this information and bring to your appointment to set up your new account:

- Full Legal Name of business
- Business tax identification number (EIN)
- Physical address of place of business
- Telephone Number
- Email address, if applicable
- All business documents

Each time a **new** account is opened for a covered Legal Entity, we are required to ask you for identifying information for:

- Each individual that has ownership of 25% or more; and,
- One individual that has significant managerial control of the Legal Entity.

Information required for each individual:

- Full Name, including middle name
- Date of Birth
- Social Security Number
- Current physical address
- Copy of **unexpired** Photo ID (Driver's License, passport, etc)
 - If you have no Photo ID: copy of birth certificate and/or Social Security card
- Telephone number
- Email address, if applicable

If you are opening an account on behalf of a Legal Entity, you will be required to provide the appropriate documentation and certify this information is true and accurate to the best of your knowledge.

Again – we thank you for your business and if you should have any questions, please feel free to contact your personal banker at anytime.