

Business Documents Required by Business Type

Arizona Entity Only



Required Documents	Sole Proprietor	Limited Liability Co (LLC), Professional Limited Liability Co (PLLC)	Partnerships: Limited, General, or Limited Liability	Club/ Organization	Business Non-Profit	Corporation
Articles of Incorporation					✓	✓
Articles of Organization		✓				
Tax Identification Number	SSN or EIN if DBA is listed as primary name	IRS EIN Letter	IRS EIN Letter	IRS EIN Letter	IRS EIN Letter with 501(c) Status	IRS EIN Letter
Unexpired Trade Name Registration or Fictitious Name Certificate	✓ ¹	✓	✓	✓ ²	✓	✓
Good Standing Screenshot		✓	Limited & Limited Liability Only		✓	✓
Professional License		PLLC Only				
Partnership Agreement			✓			
Meeting Minutes ³				✓ ⁴	✓	✓
Beneficial Owner Form ⁵		✓	✓		✓	✓

¹ If using DBA. Required to conduct transactions using business name

² Luke AFB Club not required to provide documentation of name used

³ Meeting minutes authorizing/agreeing to opening an account with CUW including who responsible individuals are. Meeting Minutes should not be more than one-year-old

⁴ Luke AFB Club/Squadron accounts are to provide a letter from their Squadron Commander or 1st Sergeant in lieu of Meeting Minutes

⁵ Social Security Card and Driver's License Copy or other identifying information for all parties with 25% or more equity interest of the legal entity