

Required Documentation for Types of Business in Colorado
(Additional documentation may be requested)

	<u>Business Name</u>
<p>Initials Sole Proprietorship</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID Form 575C / Social security number</p> <p>_____ 3. Business License (hot dog & carts food cart vendors only.)</p> <p>_____ 4. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 5. Colorado Trade Name Affidavit (Secretary of State)</p> <p>_____ 6. CBR on <u>every</u> account signer</p> <p>_____ 7. Profile Sheet</p>	<p>BMEM NUMBER: _____</p>
<p>_____ General Partnership</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID form 575C</p> <p>_____ 3. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 4. Colorado Trade Name Affidavit</p> <p>_____ 5. Partnership Agreement (if they have one)</p> <p>_____ 6. CBR on <u>every</u> account signer</p> <p>_____ 7. Certificate of Good Standing (Secretary of State)</p> <p>_____ 8 Profile Sheet</p>	<p>BMEM NUMBER: _____</p>
<p>_____ Limited Partnership</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID Form 575C/ Social security number</p> <p>_____ 3. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 4. Colorado Trade Name Affidavit</p> <p>_____ 5. Certificate of limited partnership</p> <p>_____ 6. CBR on <u>every</u> account signer</p> <p>_____ 7. Certificate of Good Standing (Secretary of State)</p> <p>_____ 8 Profile Sheet</p>	<p>BMEM NUMBER: _____</p>
<p>_____ Limited Liability Company (LLC)</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID Form 575C / Social security number</p> <p>_____ 3. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 4. Articles of Organization</p> <p>_____ 5. CBR on <u>every</u> account signer</p> <p>_____ 6. Certificate of Good Standing (Secretary of State)</p> <p>_____ 7 Profile Sheet</p>	<p>BMEM NUMBER: _____</p>
<p>_____ Corporations (both C & S)</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID Form 575C</p> <p>_____ 3. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 4. Articles of Incorporation</p> <p>_____ 5. Certificate of Good Standing (Secretary of State)</p> <p>_____ 6. CBR on <u>every</u> account signer</p> <p>_____ 7 Profile Sheet</p>	<p>BMEM NUMBER: _____</p>
<p>_____ Non - Profit Organizations</p> <p>_____ 1. Completed business MAC</p> <p>_____ 2. Certification of Tax ID Form 575C</p> <p>_____ 3. Colorado Drivers License, CO State ID or Military ID ONLY</p> <p>_____ 4. Minutes from Board meeting designating signers for account</p> <p>_____ 5. Certificate of Good Standing (Secretary of State)</p> <p>_____ 6. CBR on <u>every</u> account signer</p> <p>_____ 7 Profile Sheet</p>	<p>BMEM NUMBER: _____</p>

Manager Signature

Date Sent in to Corporate

Branch: _____

E Sign Date: _____

Email Verification in DNA: _____

Loan Request: **Yes** **No**

If the business owner does not have their form 575c (Certification of Tax ID#), you can call 1-800-829-0115; an IRS agent will ask to speak with your member and they will fax you a duplicate copy (known as form 147c).