



NEW BUSINESS MEMBERSHIP CHECKLIST FOR

ASSOCIATIONS, CLUBS, OR ORGANIZATIONS

Thank you for choosing Idaho Central Credit Union for your business needs. We want your experience to be easy and seamless. We have provided the following important information to help you get started.

INDIVIDUAL(S) THAT NEED TO BE PRESENT AT MEMBERSHIP OPENING:

- An authorizing representative must be present. This could include President, Vice President, Secretary, Treasurer, or Director.

FIELD OF MEMBERSHIP REQUIREMENTS:

- For your business to qualify for membership, it must meet **one** of the following criteria:
 - Operating within Idaho **or**
 - Located within a Washington School District **or**
 - Located within one of the following Oregon counties: Baker, Malheur, Umatilla, Union, or Wallowa

INFORMATION REQUIRED TO OPEN MEMBERSHIP:

- Personal Identification - Must be a Government-Issued I.D.
- Business Tax Identification Number or EIN
- Business Documentation - must present one of the following:
 - Meeting minutes stating the business name, list of officers' names, and titles
 - Bylaws
 - Unincorporated Non-profit Association filed with the Idaho Secretary of State and name of titled officer
- Opening Deposit