

Corporation - Business Membership Opening

Select your branch preference: ☐ Cranbrook ☐ Elkford ☐ Fernie ☐ Sparwood
☐ Castlegar ☐ Slocan Valley ☐ West Boundary

We understand that your time is valuable and in order to process your account opening request as quickly and efficiently as possible we ask that you review the instructions outline and provide the information requested on this form.

- Completed form can be forwarded to StellerVista CU via e-mail at commercial.support@stellervista.com with all the required documentation.
- Completed form can be dropped off at our branches or mailed with all the required documentation
- Forms and information are available on our website at www.stellervista.com

StellerVista CU is member owned; a \$5 Equity Share deposit is required which will stay with the account until such time that the account is closed.

To open a business account for a BC Registered * **Corporation**, the following information and documentation is required in order to comply with all Legislative and Credit Union policies.

*Please note – Corporations registered in other provinces or other countries must be registered in BC.

1) The following information will be required:

- Proof of Incorporation:**
 - Certificate of Incorporation
 - Articles of Incorporation
 - Director's Registry; List of All Directors and Officers
 - Central Security Registry (Shareholder's Registry)
 - Confirmation of extra-provincial Registration (where applicable)
- Statement of Business Registry through BC Registry as a Corporation. The business must be in Active status.
- 9-digits Business Number (BN)
- Trade Name Registration (where applicable)

2) Provide us with the following information about your Corporation:

Business Name – Must Match BC Registry			
Business Address (legal Address)			
Business Mailing Address	<input type="checkbox"/> Same as above		
Business Phone Number			
Business Email Address			
Nature / Purpose of the Corporation			
Intended Use of Account(s)			
Is the Account(s) going to be used on Behalf of a 3rd Party	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Is there an ATM at your Place of Business	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, who is the ATM Provider / Owner			
How is the Cash in the ATM Funded	Armored Courier	By the ATM Owner	From Account with another FI
	From account with SVCU	Other	
What Type of ATM – Indicate Type	White Label	Virtual Currency	Financial Institution
Reason for Choosing StellerVista CU			
Primary Contact Name			
Phone #		Email	

- 3) Provide us with the following personal information for each of the account signers; if more than three, please add an additional form. Individual signers may provide information directly to commercial.support@stellervista.com if they prefer.

	Signer #1	Signer #2	Signer #2
Legal Name: First			
Middle Name	<input type="checkbox"/> No Middle Name	<input type="checkbox"/> No Middle Name	<input type="checkbox"/> No Middle Name
Last Name			
Address (Legal Address) Street City, Postal Code			
Mailing Address (if different)	<input type="checkbox"/> Same as above	<input type="checkbox"/> Same as above	<input type="checkbox"/> Same as above
Birth Date (mm/dd/yyyy)			
SIN			
Contact Number Home Work Cell			
Email Address			
Occupation			
Employer			
Access to Online Banking	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Operating accounts that are most appropriate for your needs:

Please indicate the account types required or interested in:

Chequing	Saving	Investments	USD Chequing
<input type="checkbox"/> ElectroLink Business <input type="checkbox"/> Business Chequing Plan <input type="checkbox"/> Business Lite <input type="checkbox"/> Business Core <input type="checkbox"/> Business Unlimited	<input type="checkbox"/> Super Saver <input type="checkbox"/> Member Advantage	<input type="checkbox"/> GIC /Term Deposits <input type="checkbox"/> Accumulator	<input type="checkbox"/> USD Chequing

Access to your accounts

Signatories	Online Banking	ATM Card *	Night Deposit	Cheques
Is this 2 to sign account ? <input type="checkbox"/> Yes <input type="checkbox"/> No	Online Banking Access: Signer #1: <input type="checkbox"/> Yes <input type="checkbox"/> No Signer #2: <input type="checkbox"/> Yes <input type="checkbox"/> No Signer #3: <input type="checkbox"/> Yes <input type="checkbox"/> No	Signer #1: <input type="checkbox"/> Yes <input type="checkbox"/> No Signer #2: <input type="checkbox"/> Yes <input type="checkbox"/> No Signer #3: <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you require Night deposit key? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will need to order cheques? <input type="checkbox"/> Yes <input type="checkbox"/> No

***Note:** If account is 2 to sign account, ATM Access will be limited to Deposit only.

CHECKLIST: HAVE YOU SUBMITTED THE FOLLOWING INFORMATION?

Required documents:

- ☐ Certificate of Incorporation
- ☐ Articles of Incorporation (full pages)
- ☐ Directory's Registry – List of All directors and Officers
- ☐ Central Security Registry (Shareholder's Registry)
- ☐ Extra-provincial registry (if applicable)
- ☐ Statement of Business Registration through BC Registry with Business Number (BN). Business must be in Active.
- ☐ Trade Name Registration (where applicable)

\$100 cheque made payable to the Corporation's name

Completed and signed Consent form (Consent forms are available via www.stellervista.com or at branch)

Two pieces of copied Valid ID from each signer, ID will need to be present at the time of membership signing