

**LLC Account Opening Form**

**IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT** To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an Account. Identity verification also helps to protect you and us from identity fraud.

What this means for you: When you open an Account, we will ask you and persons associated with your account for your name, address, date of birth, and other information that will allow us to identify you. We will ask to see your driver’s license or other identifying documents.

**Note: All information on this first page is required prior to opening a trust account. An account cannot be opened without it. Please fill in all fields. The remainder of this form must be filled out and submitted to Alaska Trust Company within 15 days of account opening.**

**Name of Account:**

Name of Member # 1:\_ Date of Birth: Physical Address: City: State: Country: Zip: Mailing Address (if different): City: State: Country: Zip: Telephone #: Email: Social Security #: Is Member a U.S. Citizen? Yes□ No□

***Note:*** *If Member is not a U.S. Citizen, please attach a legible copy of the Member’s Passport.*

Name of Member # 2:\_ Date of Birth: Physical Address: City: State: Country: Zip: Mailing Address (if different): City: State: Country: Zip: Telephone #: Email: Social Security #: Is Member a U.S. Citizen? Yes□ No□

***Note:*** *If Member is not a U.S. Citizen, please attach a legible copy of the Member’s Passport*

 **Name of Attorney**: \_\_\_\_\_\_\_

 **Name of Firm**: \_\_\_\_\_\_

**Address**: \_\_\_ **Telephone**: **Fax**:

**Email:**

**Tax Reporting Information:**

Please provide an executed copy of the W-9 or SS-4 for the underlying Member

Does the LLC require a separate TIN from the underlying member? If so, please provide the Tax ID Number for the LLC?

If a separate TIN is required, will Peak Trust Company be responsible for applying for a TIN?

Yes□ No□

***Note:*** *If a party other than Peak Trust Company is applying for the TIN, and the TIN has not been obtained yet, then a copy of the application for the TIN MUST be attached to this form. An Account cannot be opened without a copy of*

*such application. The TIN must be assigned and submitted to Peak Trust Company within 30 days of opening the account.*

***Note: CPA information is required within 30 days of account opening or an Alaska Based***

***CPA will be designated. You hereby agree to keep ATC informed of ALL CPA information.***

**Please provide firm/individual whom the Member wishes to prepare the LLC’s income tax returns:**

**Name**: **Name of Firm**: \_\_\_\_\_\_

**Address**: **Telephone**: Fax:

**Email**:

**Please provide the firm/individual chosen as the Registered Agent for the LLC:**

**Name**: **Name of Firm**: \_\_\_\_\_\_\_

**Address**: **Telephone**: Fax:

**Email**:

**PLEASE PROVIDE THE NAME AND ADDRESS OF THE INDIVIDUAL TO RECEIVE BILLING INVOICES:**

**Name:\_ Address: Telephone Number(s):**

**Email:**

□ Electronic Invoices □ Paper Invoices □ Electronic AND Paper Invoices

**PERSON(S) TO RECEIVE LLC STATEMENTS:**

**Name: Address: Telephone Number(s):**

**Email:**

Please choose the frequency of account statements:

□ Annually □ Semi-Annually □Quarterly □Monthly

Would you like to establish an online profile for the LLC account? Yes□ No□

Statement Delivery: □ Electronic Statements □ Paper Statements □ Electronic AND Paper Statements

**Name: Address: Telephone Number(s):**

**Email**:

 Please choose the frequency of account statements:

□ Annually □ Semi-Annually □Quarterly □Monthly

Would you like to establish an online profile for the LLC account? Yes□ No□

Statement Delivery: □ Electronic Statements □ Paper Statements □ Electronic AND Paper Statements

**Name:** **Address:** **Telephone Number(s):** **Email:**

 Please choose the frequency of account statements:

□ Annually □ Semi-Annually □Quarterly □Monthly

Would you like to establish an online profile for the LLC account? Yes□ No□

Statement Delivery: □ Electronic Statements □ Paper Statements □ Electronic AND Paper Statements