

DOCUMENTS REQUIRED TO OPEN A BUSINESS ACCOUNT

Business Entity	Documentation Required	Composition	State Registration
Sole Proprietorship	Michigan: Assumed Name Papers (Doing Business As), SS-4 IRS confirmation letter. Florida: Fictitious Name Registration for DBA State or Local License for non-DBA.	None	Michigan: None but assumed name. Florida: State, or local license, for non-DBA.
General Partnership (GP)	Michigan and Florida: Partnership Agreement & Certificate of Co-Partnership, SS-4 IRS confirmation letter.	General Partners	Michigan: No, but county registration. Florida: Yes
Limited Partnership (LP)	Michigan: Partnership Agreement, including amendments. Certificate of Limited Partnership or Certificate of Formation, SS-4 IRS confirmation letter. Florida: Partnership Agreement, and Certification of Limited Partnership, SS-4 IRS confirmation letter.	General Partner(s) and Limited Partner(s)	Yes
Limited Liability Partnership (LLP)	Michigan: Partnership Agreement, including amendments. Registration filed w/ Department of Commerce, SS-4 IRS confirmation letter. Florida: Partnership Agreement, and Certification of Limited Partnership, SS-4 IRS confirmation letter.	General Partners	Yes
C-Corporation (Inc.) S-Corporation Professional Corporation (PC)	Michigan and Florida: Articles of Incorporation, including amendments. By-Laws (if written), SS-4 IRS confirmation letter.	Shareholders, Board of Directors, and Officers	Yes
Limited Liability Company (LLC)	Michigan and Florida: Articles of Organization, including amendments. LLC operating agreement (when written), SS-4 IRS confirmation letter.	Members, Managers and Officers	Yes
Professional Association	Michigan and Florida: Articles of Association, SS-4 IRS confirmation letter.	Licensed Members and Board of Directors, or Executive Committee	Yes
Non-Profit Organization	Michigan and Florida: Articles of Incorporation, including amendments. By-Laws (if written), SS-4 IRS confirmation letter. Documentation that authorizes the signatories to use the EIN and act on behalf of the Non-Profit; on the organization's letterhead/signed by an officer of the organization.	Depends	Depends