



## Certification Regarding Beneficial Owners of Legal Entity Members

### Member Information

Account Owner Name	Member Number	Date
Employee Name	Operator Number	

### I. General Instructions

#### What is this form?

To help the government fight financial crime, federal regulation requires certain financial institutions to obtain, verify, and record information about the beneficial owners of legal entity customers. Legal entities can be abused to disguise involvement in terrorist financing, money laundering, tax evasion, corruption, fraud, and other financial crimes. Requiring the disclosure of key individuals who ultimately own or control a legal entity (i.e., the beneficial owners) helps law enforcement investigate and prosecute these crimes.

#### Who needs to complete this form?

This form must be completed by the person opening a new account on behalf of a **legal entity** with any of the following U.S. financial institutions: (i) a bank or credit union; (ii) a broker or dealer in securities; (iii) a mutual fund; (iv) a futures commission merchant; or (v) an introducing broker in commodities.

For the purposes of this form, a legal entity includes a corporation, limited liability company, or other entity that is created by a filing of a public document with a Secretary of State or similar office, a general partnership, and any similar business entity formed in the United States or a foreign country. Legal entity does **not** include sole proprietorships, unincorporated associations, or natural persons opening accounts on their own behalf.

#### What information do I have to provide?

This form requires you to provide the name, address, date of birth and social security number (or passport number or other similar information, in the case of Non-U.S. persons) for the following individuals (i.e., the **beneficial owners**):

- (i) Each individual, if any, who owns, directly or indirectly, 25 percent or more of the equity interests of the legal entity customer (e.g., each natural person that owns 25 percent or more of the shares of a corporation); **and**
- (ii) An individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President or Treasurer).

The number of individuals that satisfy this definition of "beneficial owner" may vary. Under section (i), depending on the factual circumstances, up to four individuals (but as few as zero) may need to be identified. Regardless of the number of individuals identified under section (i), you must provide the identifying information of one individual under section (ii). It is possible that in some circumstances the same individual might be identified under both sections (e.g., the President of Acme, Inc. who also holds a 30% equity interest). Thus, a completed form will contain the identifying information of at least one individual (under section (ii)), and up to five individuals (i.e., one individual under section (ii) and four 25 percent equity holders under section (i)).

The financial institution may also ask to see a copy of a driver's license or other identifying document for each beneficial owner listed on this form.

### II. Certification of Beneficial Owner(s)

Persons opening an account or maintaining a business relationship on behalf of a legal entity must provide the following information:

#### Account Open/Maintenance Information

A. Name of Person opening account or maintaining the Business Relationship
B. Name and address of Legal Entity for which the account is being opened/maintained

C. The following information for each individual, if any, who, directly or indirectly, through any contract, arrangement, understanding, relationship or otherwise, owns 25 percent or more of the equity interests of the legal entity listed above.

If no individual meets this definition, please check "Beneficial Owner Not Applicable" below and skip this section.

**Beneficial Owner Not Applicable**

- For a person with a Social Security Number (SSN), provide the SSN and leave Primary ID Type, Description, and State blank.
- For a US person without a SSN, provide a Passport Number and Country of Issuance. In lieu of a passport, a Non-US person may also provide a U.S. government-issued Alien ID or other foreign government-issued documents evidencing nationality or residence and bearing a photograph or similar safeguard.

**Beneficial Owner 1 Information: \_\_\_\_\_ % of ownership**

Individual Name		Primary ID Type (Non-US Person / No SSN)
Date of Birth	Social Security Number	Primary ID Number
Physical Address		Primary ID State/Country
City	State	
Zip	Country	

**Beneficial Owner 2 Information: \_\_\_\_\_ % of ownership**

Individual Name		Primary ID Type (Non-US Person / No SSN)
Date of Birth	Social Security Number	Primary ID Number
Physical Address		Primary ID State/Country
City	State	
Zip	Country	

**Beneficial Owner 3 Information: \_\_\_\_\_ % of ownership**

Individual Name		Primary ID Type (Non-US Person / No SSN)
Date of Birth	Social Security Number	Primary ID Number
Physical Address		Primary ID State/Country
City	State	
Zip	Country	

**Beneficial Owner 4 Information: \_\_\_\_\_ % of ownership**

Individual Name		Primary ID Type (Non-US Person / No SSN)
Date of Birth	Social Security Number	Primary ID Number
Physical Address		Primary ID State/Country
City	State	
Zip	Country	

D. The following information for one individual with significant responsibility for managing the legal entity listed above, such as:

- An executive officer or senior manager (e.g., Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, Treasurer); or
- Any other individual who regularly performs similar functions.
- If appropriate, an individual listed under section (c) above may also be listed in this section (d).

**Individual with Control Information: \_\_\_\_\_ (Title of Officer or Manager)**

Individual Name		Primary ID Type (Non-US Person / No SSN)
Date of Birth	Social Security Number	Primary ID Number
Physical Address		Primary ID State/Country
City	State	
Zip	Country	

**Certified/Agreed To**

I, \_\_\_\_\_ (name of person opening account) hereby certify, to the best of my knowledge, that the information provided is complete and correct.

Signature

Date

X \_\_\_\_\_

For Credit Union Use Only:

- Verafin for Beneficial Owner(s)/Control Individual attached for non-signers on account  
 Sent to BSA

Employee Name \_\_\_\_\_ Op ID \_\_\_\_\_ Date \_\_\_\_\_