



# Business Accounts

## Sole Proprietorship Checklist

**Below is a list of items you need to bring with you to your scheduled meeting.**

- Business Filing: If you are not using your full name in Business Title, we will require a Fictitious Name Certificate
- Social Security Number (SSN), Federal Tax Identification Number (TIN), or Employer Identification Number (EIN)
- Appropriate identification for all signers
- Signature of all authorized signers- must sign a Heritage Valley signature card

**If you have any questions about the above items, please call us at 717-840-4981 prior to your meeting with a Branch Manager.**