



## Entity Information Checklist

### Individual

Entity Names:

- SSN of the Proprietor or EIN of the business (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year)  
\*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

### Corporation

Entity Names:

- A copy of the Articles of Incorporation  
 A copy of the by-laws of the corporation and any amendments to them  
 EIN of the Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

### LLC

Entity Names:

- A copy of the Articles of Organization filed with the Secretary of State, with any amendments to registration  
 Operating Agreement, with any amendments  
 EIN of Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

### Association

Entity Names:

- Letter on the association/club letterhead with 2 or more of the governing body assigning authority to borrow money. This letter must be signed by the secretary of the organization.  
 EIN of Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

### LP

Entity Names:

- A copy of the Certificate of Limited Partnership  
 Partnership agreement  
 Amendment to Certificate of Limited Partnership filed with the state if any changes/amendments have been made.  
 EIN of Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

### Partnership

Entity Names:

- Partnership Agreement  
 EIN of Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*





## Entity Information Checklist Continued

LLP

Entity Names:

- A copy of registration
- A copy of the Amendment to Registration if any changes have been made
- A copy of the Limited Liability Partnership Agreement and any modifications, amendments and supplements to the agreement.
- EIN of Legal Entity (Documentation would consist of an - EIN Letter from the IRS or most recent Tax Returns – 1 year) \*\*This only applies to NON-customers of Legence Bank and American Farm Mortgage\*\*

Additional Comments:

