



Note: For faster processing, please review and follow all instructions. Your Business Membership WILL NOT be opened without ALL required and completed documentation. Incomplete Business Membership Applications will be declined after 5 business days. Applicants whose applications are declined due to incompleteness are always welcome to reapply at their convenience.

Business Membership Eligibility

- For business membership eligibility, all Owner(s) of the Business must have an existing individual membership with Navy Federal.
- A \$5 (minimum) Business Membership Savings Account must be opened to establish a Navy Federal Business Membership in the business entity's legal name. This is not required for sole proprietorships.
- Navy Federal requires a minimum of \$100 to establish a new Business Membership. This deposit may be transferred from an owner's existing Navy Federal account, deposited by cash or check, or processed through card-based funding. This minimum deposit requirement will be transferred (along with the \$5 membership share purchase deposit, if applicable) to the Business Membership Savings Account upon approval of the Business Membership Application.
- All Navy Federal accounts (personal and business) held by all Owner(s) must be in good standing (with Navy Federal) to open a Business Membership. The personal account(s) of the Owner(s) must remain in good standing for the duration of the Business relationship with Navy Federal. The failure of any owner to maintain this status in their personal accounts will result in the closure of associated Business accounts if the personal account(s) remain not in good standing for 120 days.

How to Establish a Business Membership

- Branch: Visit a local branch to open your account.
- Contact Center: Call Business Solutions' Contact Center at 1-877-418-1462.
- Details on the application process are also available online at: <https://www.navyfederal.org/products-services/business-services/membership.php>

Required Business Entity Documentation

- Page 1 of the Business Services Membership Application contains a list of the required business entity documentation for each entity type.
- Navy Federal recognizes that various U.S. States, Counties, and/or Local Municipalities may have variations specific to the titles of specific business entity documentation. These documents will be acceptable if found to be reasonably comparable to Navy Federal's documentation requirements.
- The Beneficial Owner Certification form (NFCU 98) must be completed for all Legal Entities and submitted with your Application.
- Please ensure all signatures are provided and appropriate documentation is included with your Application.

Authorized Signers

- Authorized Signers are allowed access to all Business Checking and Savings accounts.
- The business owner(s) are automatically included as Authorized Signers. Only the business owner(s) are allowed to add or remove signers from business accounts.
- Please note: any Authorized Signer who is an individual Navy Federal member will have his or her access to applicable Business Checking and Savings accounts canceled if any of that Authorized Signer's individual Navy Federal accounts is not maintained in good standing for a period in excess of 120 days.
- Authorized Signers do not need to be in Navy Federal's Field of Membership.

PLEASE NOTE:

In the case of an application declined after 5 business days due to incompleteness, the applicant will be required to submit a new Business Solutions Membership Application with all required documentation.

Navy Federal limits the membership of Non-Profit entities to those that provide a direct benefit or support to the U.S. Military (Active Duty or Veteran). Non-Profits established for any other purpose are not eligible for Business Membership at Navy Federal.

Navy Federal reserves the right to refuse membership to business entities that engage in transactions and/or activities classified as "High-Risk" in accordance with the Bank Secrecy Act (BSA) or Navy Federal's policies and procedures.

PLEASE NOTE:

Navy Federal periodically scans all Business Members and associated accounts. If prohibited high-risk entities or transactions are detected, Navy Federal will review the account and reserves the right to take action for immediate account restriction and/or closure.

Once your Application is approved, Navy Federal's Business Solutions will contact you with a Welcome Package with additional information and request further documentation, if required.

Navy Federal®
Business Solutions Membership Application

Navy Federal reserves the right to request additional identification.
 Misplace your EIN? Go to www.IRS.gov and search "Misplace Your EIN" or call 800-829-4933.

For Office Use Only
Business Access No.

Business Information <i>Please include appropriate proof of existence of your Business when mailing or bring it in with you when opening account at branch.</i>			
Legal Name of Business		Business Tax ID No.	
DBA Name(s) (If applicable)	Business Phone No.	Alternate Phone No.	
Physical Address of Business: Street <i>(Cannot be a post office box)</i>	City	State	Zip Code
Mailing Address of Business: Street <i>(If different from above address)</i>	City	State	Zip Code
List All Additional Locations of Business: Street <i>(If any)</i>	City	State	Zip Code
Email Address (Required for online access)	Website Address	Date Business Established (MM/DD/YY)	
Ownership Affiliation (Check all that apply)			
<input type="checkbox"/> Active Duty	<input type="checkbox"/> Retired	<input type="checkbox"/> Veteran	<input type="checkbox"/> Department of Defense
<input type="checkbox"/> Air Force	<input type="checkbox"/> Army	<input type="checkbox"/> Coast Guard	<input type="checkbox"/> Marine Corps
		<input type="checkbox"/> Family	<input type="checkbox"/> Other
		<input type="checkbox"/> Navy	

Form of Business <i>Legal Structure of the Business. Additional documentation may be required.</i>				
Sole Proprietorship	General Partnership	Limited Partnership*	Corporation**	Limited Liability Company
<input type="checkbox"/> IRS EIN Letter (if applicable)	<input type="checkbox"/> IRS EIN Letter (if applicable)	<input type="checkbox"/> Good Standing Certificate (file stamped within 60 days before date of application)	<input type="checkbox"/> Good Standing Certificate (file stamped within 60 days before date of application)	<input type="checkbox"/> Good Standing Certificate (file stamped within 60 days before date of application)
AND	<input type="checkbox"/> Beneficial Owner Form (NFCU 98)	<input type="checkbox"/> IRS EIN Letter	<input type="checkbox"/> IRS EIN Letter	<input type="checkbox"/> IRS EIN Letter
<input type="checkbox"/> Valid Business License / Business Permit	AND	<input type="checkbox"/> Beneficial Owner Form (NFCU 98)	<input type="checkbox"/> Beneficial Owner Form (NFCU 98)	<input type="checkbox"/> Beneficial Owner Form (NFCU 98)
OR	<input type="checkbox"/> Valid Business License / Business Permit	If Doing Business As (DBA)	If Doing Business As (DBA)	If Doing Business As (DBA)
<input type="checkbox"/> Valid Assumed Name, Doing Business As or Fictitious Name Certificate	OR	<input type="checkbox"/> Fictitious Name Certificate (OR Certificate of Assumed Name)	<input type="checkbox"/> Fictitious Name Certificate (OR Certificate of Assumed Name)	<input type="checkbox"/> Fictitious Name Certificate (OR Certificate of Assumed Name)
	<input type="checkbox"/> Valid Assumed Name, Doing Business As or Fictitious Name Certificate			

*Applies to Limited Partnerships (LP), Limited Liability Partnerships (LLP), and Professional Limited Liability Partnerships (PLLP). This does not apply to general partnerships.
 **Applies to S Corps and C Corps.

Business Details Required information. (Note – the following business types are not permitted: Money Services Business (MSB), Internet Gambling, Marijuana-Related Services, Multi-Level Marketing Services, Adult Content Services, Auto Dealers, or other prohibited business services.)	
Is your Business any of the following? (Check all that apply.)	
<input type="checkbox"/> Legal Service Provider	<input type="checkbox"/> Convenience Store
<input type="checkbox"/> Real Estate	<input type="checkbox"/> Vending Machine Operator
<input type="checkbox"/> Food Services	<input type="checkbox"/> Retail
<input type="checkbox"/> Restaurant	<input type="checkbox"/> Consulting
<input type="checkbox"/> Liquor Store	<input type="checkbox"/> Construction
<input type="checkbox"/> Administrative Services	<input type="checkbox"/> Charity or Non-Governmental Organization (NGO)
<input type="checkbox"/> Transportation	<input type="checkbox"/> Parking Garage
<input type="checkbox"/> Other	
Describe the nature of your Business (Actual goods sold or service(s) provided)	NAICS code
Current or Estimated annual sales/revenue \$ _____	
Business' primary trade area (Check all that apply.)	
<input type="checkbox"/> Local Community	<input type="checkbox"/> Statewide
<input type="checkbox"/> Domestic U.S.	<input type="checkbox"/> International
Purpose/type of transactions for which your Navy Federal account will be used:	Do you have accounts for this Business with an institution other than Navy Federal?
<input type="checkbox"/> Operating/General Purpose	<input type="checkbox"/> Escrow Management
<input type="checkbox"/> Savings/Investment	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, where? _____
Is the internet a major source of revenue for your Business? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", please provide Business website.
	How many employees do you have?



Business Products and Services Please indicate the account(s) you are interested in establishing. Please note that fees may apply to the Basic, Plus, and Premium checking accounts. Refer to the [Business Solutions Schedule of Fees and Charges](#) for more information.

<input type="checkbox"/> Membership Savings Account*	<input type="checkbox"/> Basic Checking (Owner and 1 signer allowed)	<input type="checkbox"/> Premium Checking (Unlimited signers)
<input type="checkbox"/> Savings Account	<input type="checkbox"/> Plus Checking (Unlimited signers)	<input type="checkbox"/> Money Market Savings Account
		<input type="checkbox"/> Jumbo Money Market Savings Account

*A Business Membership Savings Account (with minimum deposit of \$5) is required for all limited partnerships, LLCs, and corporations.

Funding Requirement for New Business Memberships

Deposit Amount (\$100 for Sole Proprietorships, \$105 for all business entities)	Deposit Source (Check one) <input type="checkbox"/> Cash/Check <input type="checkbox"/> Internal Account Transfer <input type="checkbox"/> Debit or Credit Card
Name of Owner (Of the account where the deposit is being transferred from)	Navy Federal Account Number (Where deposit is being transferred from)

Owner 1

Name: First	MI	Last	Suffix	Access No.*
Percentage of Ownership %	Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Title		

Owner 2

Name: First	MI	Last	Suffix	Access No.*
Percentage of Ownership %	Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Title		

Owner 3

Name: First	MI	Last	Suffix	Access No.*
Percentage of Ownership %	Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Title		

Owner 4

Name: First	MI	Last	Suffix	Access No.*
Percentage of Ownership %	Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Title		

Entity Owner 1

Entity Name	Access No.*
Business Tax ID No.	Percentage of Ownership %

Entity Owner 2

Entity Name	Access No.*
Business Tax ID No.	Percentage of Ownership %

*Navy Federal Consumer membership is required as a condition of applying for Business membership.

In addition to the Business Owner(s), the following named person(s) is/are authorized, on behalf of the Business, to execute any document required by Navy Federal to transact business, including to sign or endorse any order for the payment or withdrawal of funds from the above-named applicant's Business account(s). An Authorized Signer is not, however, authorized to apply for credit. Only Business Owners are entitled to add and/or delete Authorized Signers. (Check the appropriate box to indicate if the Authorized Signer is also a current Navy Federal member.)

Authorized Signer 1				
Signer: First		MI	Last	Suffix
Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Current Member <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, give Access No. and no further info required		Social Security No.
Date of Birth (MM/DD/YY)	Driver's License or Government ID No. or State ID No. ID No. State		Expiration (MM/DD/YY)	U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No
Home Phone No.	Mobile Phone No.	Office Phone No.	Extension	
Home Address: Street		City	State	Zip Code

Authorized Signer 2				
Signer: First		MI	Last	Suffix
Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Current Member <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, give Access No. and no further info required		Social Security No.
Date of Birth (MM/DD/YY)	Driver's License or Government ID No. or State ID No. ID No. State		Expiration (MM/DD/YY)	U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No
Home Phone No.	Mobile Phone No.	Office Phone No.	Extension	
Home Address: Street		City	State	Zip Code

Authorized Signer 3				
Signer: First		MI	Last	Suffix
Issue Business Debit Card? <input type="checkbox"/> Yes <input type="checkbox"/> No	Current Member <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, give Access No. and no further info required		Social Security No.
Date of Birth (MM/DD/YY)	Driver's License or Government ID No. or State ID No. ID No. State		Expiration (MM/DD/YY)	U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No
Home Phone No.	Mobile Phone No.	Office Phone No.	Extension	
Home Address: Street		City	State	Zip Code

Authorization to Link Business and Owner Consumer Accounts

<p>I (We) authorize Navy Federal to individually link each owner's individual consumer account(s) to the applicant's above-named Business account for Mobile and Online Banking, and/or Bill Pay. I (We) understand and agree that this will give each owner access to both the owner's consumer account and to the applicant's above-named Business account(s) pursuant to the Authorized User for Navy Federal Online Banking Application and Consent ("Agreement"), Form 652, including the ability to enroll in or access Bill Pay service, and to suppress statements, under the terms disclosed by the Mobile Banking, Online Banking and Bill Pay Terms and Conditions, Form 652A. I (We) acknowledge the receipt of, have read, understand, and agree to the Agreement. I (We) further understand and agree that I (we) accept responsibility for safeguarding and protecting each of our password(s) and</p>	<p>other credentials and access device(s) used to access Online Banking in order to prevent unauthorized access and transactions on the account(s). I (We) further understand and agree that Navy Federal may revoke any owner's Online Banking access if unauthorized access or transactions occur as the apparent result of an owner's negligence in safeguarding access credentials and/or an access device(s). Any owner can revoke their respective consent at any time by calling 1-888-842-6328 or sending an eMessage from either the owner's business or consumer account on NFOAA. I(We) further agree that if I am no longer an owner of the Business, then my link to the Business account(s) may be terminated by Navy Federal upon notice from any other remaining or new owner of the Business.</p>
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Continue on next page

If you wish to opt out of linking your individual account to the above-named Business account, please complete the fields below:

Name: First	MI	Last	Suffix	Access Number
Name: First	MI	Last	Suffix	Access Number
Name: First	MI	Last	Suffix	Access Number
Name: First	MI	Last	Suffix	Access Number

Disclosure and Agreement

I (We) understand that this Agreement is not valid without my (our) signature(s) and will not be approved for a Business Solutions membership unless and until information and documentation is submitted and approved by Navy Federal. The words “I,” “me,” “we,” “us,” and their possessive forms refer to the Business Owner(s) and/or the Business entity. I (We) understand that Navy Federal requires a \$100 minimum new business membership deposit in addition to the \$5 minimum membership share for any new legal entity Business membership. I (We) confirm that I (we) have received and agree with the [Business Disclosure Booklet, Form 97BD](#).

The business owner(s) hereby represents and warrants that the purpose of its business is to engage, for provident and productive purposes, in lawful acts or activities for which the business entity type may be organized under the state law where the business entity was formed.

Navy Federal reserves the right to refuse membership to business entities that engage in transactions and/or activities classified as “High-Risk” in accordance with the Bank Secrecy Act (BSA) or Navy Federal’s policies and procedures (Prohibited Activity Policy). I (We) certify that I (we) do not participate in any activity or transactions that BSA or Navy Federal deems as prohibited, illegal, or possibly fraudulent. This may include, but is not limited to:

- financial, investment, or credit service providers (including money services businesses (MSB) and tax preparation services that accept deposit of client refunds);
- IP infringement, illegal products, marijuana-related services, and online tobacco or pharmacies;
- unfair, predatory, or deceptive practices;
- other high-risk products or services (auto dealers, adult content services, and multi-level marketing programs);
- deposit structuring (efforts used to avoid reporting or record-keeping requirements);
- activity inconsistent with the stated nature of the business;
- providing suspicious and/or misleading information;
- suspicious funds transfers or ACH transactions;
- receiving deposits not in the name of the business or business owner(s);
- any activity that could be considered suspicious, fraudulent, illegal, dishonest, or deceptive;
- activities or actions listed in NFCU 29 Prohibited Transaction Disclosure; and/or
- Internet Gambling Services as defined in the Unlawful Internet Gambling Enforcement Act of 2006 and Regulation GG.

I (We) further agree that such transactions are prohibited from being processed through the Navy Federal Business account or any relationship with Navy Federal. I (We) also certify that I (we) do not conduct any financial transactions that are consistent with a Money Services Business (MSB). As defined by the U.S. Treasury Financial Crimes Enforcement Network (FinCEN), MSBs are high-risk deposit entities that conduct transactions that include: Currency Dealer or Exchanger, Check Cashier, Issuer of Traveler’s Checks (this excludes travel agencies), Issuer of Money Orders, Issuer of Stored Value, Seller or Redeemer of Traveler’s Checks, Seller or Redeemer of Money Orders, Seller or Redeemer of Stored Value, Money Transmitter, and U.S. Postal Service. I (We) further understand that Navy Federal reserves the right to deny or restrict any high-risk deposit entities conducting any activity that Navy Federal deems as prohibited, illegal, high risk, or possibly fraudulent, including, but not limited to, those transactions listed above, and Navy Federal may block or otherwise prevent such transactions and may close my (our) Business account and end the financial relationship if such transactions are detected. I (We) also understand that Navy Federal reserves the right to terminate the business’ privileges hereunder. All cards shall be canceled effective upon termination of this agreement, and the business shall remain liable for all debits or other charges incurred by or arising by virtue of business actions prior to termination. I (We) also understand that if I (we) should decide to expand the business to include any of these prohibited transactions, I (we) will notify Navy Federal in advance of such change.

I (We) further agree that all transactions will be limited to and for the benefit of the Business entity and that no personal account activity will be conducted through the Business entity account(s).

Certain ongoing responsibilities attach to Navy Federal Business membership. I (We) understand and agree that all of my (our) Consumer account(s) at Navy Federal held by all Business Owners must be and remain in good standing; and further that the failure of any Business Owner to maintain this status for their Consumer account(s) may result in the restriction or closure of the associated Business account(s) if the Consumer account(s) do not meet the good standing requirement for more than 120 days. I (We) agree to abide by the properly disclosed terms and conditions of all business accounts and services that I (we) may hold and/or receive at Navy Federal. These terms and conditions will be disclosed in accordance with applicable state and federal laws. I (We) agree to accept communications from Navy Federal, including account statements, at the mailing address I (we) have provided in the “Business Information” section of this application. I (We) also agree to notify Navy Federal of any change to this address. To help 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, including all Business Owners. *What this means for me (us):* When I (we) open an account, Navy Federal will ask me (us) for my (our) name(s), address(es), date(s) of birth, and other information that will allow Navy Federal to identify me (us). Navy Federal may also ask to see my (our) driver’s license(s) or other identifying documents.

If Navy Federal believes there is a conflict amongst the account owners, Navy Federal has the right to temporarily halt any activity on the account until such conflict is resolved to its satisfaction, and I (we) agree to hold Navy Federal harmless for any resulting consequences. Navy Federal reserves the right to close this Business membership if any of the information or documentation provided is found to be inaccurate or misleading or if it is discovered that the activity on the account is not as generally described in Business Details.

Escheatment. I (We) acknowledge that property may be transferred to the appropriate state (escheated) if there has been no activity within the time period specified by state law.

Statutory Lien. I (We) acknowledge on behalf of myself (ourselves) and the Business member that Navy Federal has the right to enforce a statutory lien against the shares and dividends on deposit in all joint and individual consumer and Business accounts, and any monies held by Navy Federal now and in the future, owned by the Business member or any Owner(s), to the extent of any outstanding financial obligation of the Business member to Navy Federal, as that amount varies from time to time. Navy Federal’s statutory lien may be enforced without further notice to the Owner(s) or Business member for the Business’ financial obligation. The statutory lien does not apply to shares in any individual retirement account (IRA).

Disclosure and Agreement Continued

<p>Security Interest. I (We) acknowledge and pledge on behalf of myself (ourselves) and the Business member to Navy Federal a security interest in all individual and joint consumer and Business share accounts at Navy Federal owned by the Business member or any Owner(s), and in the collateral securing loan(s), if any, that the Business entity has with Navy Federal now and in the future, including any type of change</p>	<p>or increase, and any proceeds from the sale of such collateral and of insurance thereon, not to exceed the unpaid balance of any loan made to and any charges payable by the Business member. This security interest in collateral securing other loans does not apply to any loans(s) that may be secured or guaranteed by my (our) personal primary residence(s), unless specified to the contrary.</p>
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By signing below, I (we) agree that I (we) have received, read, and agree to all disclosures contained in or referenced by this application and the Account Application Package.

Owner 1 Signature ▶	Printed Name	Date (MM/DD/YY)
Owner 2 Signature ▶	Printed Name	Date (MM/DD/YY)
Owner 3 Signature ▶	Printed Name	Date (MM/DD/YY)
Owner 4 Signature ▶	Printed Name	Date (MM/DD/YY)

Representative for Entity Owner 1 Signature ▶	Printed Name	Date (MM/DD/YY)
Name of Entity Owner 1		
Title		
Representative for Entity Owner 2 Signature ▶	Printed Name	Date (MM/DD/YY)
Name of Entity Owner 2		
Title		

Authorized Signer 1 Signature ▶	Printed Name	Date (MM/DD/YY)
Authorized Signer 2 Signature ▶	Printed Name	Date (MM/DD/YY)
Authorized Signer 3 Signature ▶	Printed Name	Date (MM/DD/YY)

Resolution of Corporation, Limited Liability Company, Limited Partnership, or Other Legal Entity

Please complete company name, date, and sign below.

Business Entity's Company Name		
<p>Resolved, that the funds of the above-named business entity ("Company") are hereby authorized to be paid into the Company's Navy Federal business account(s) upon Navy Federal's approval of this Business Solutions Membership Application submitted to Navy Federal by the Company, and Navy Federal is hereby authorized to pay withdrawals signed in the name of the Company by any person whose signature appears as an Authorized Signer. Navy Federal further is authorized to accept pledges of all or any part of the account(s) as security for any loan made by Navy Federal to the Company, which shall be executed in the name of the Company by any of the signatories. Navy Federal is authorized to supply any endorsement for the Company and any signatory on any check or other instrument tendered for the account(s), Navy Federal is hereby relieved of any liability in connection with the collection of such items that are handled by Navy Federal without negligence, and Navy Federal shall not be liable to Company for the acts of</p>	<p>Navy Federal's agents, subagents, or others or for any casualty. Withdrawals may not be made on account of such items until collected; any amount not collected may be charged back to said account(s), including expenses incurred, and any other outside expenses relative to the account(s) may be charged to the Company. The Authorized Signers are identified on this Membership Application. I certify that I am the duly elected, qualified, and acting Secretary, Managing Member, or other authorized officer, as the case may be, of the Company, and that the foregoing is a true and correct copy of a resolution adopted by the Company at a regular or duly called special meeting at which a quorum was present, that the resolution is recorded in the Company's minutes, that the Company is authorized to take such action, and that the signatures contained in this document are the true signatures of the persons authorized to sign as indicated in connection with the account(s). I further certify that I am a member of Navy Federal Credit Union.</p>	
This _____ day of _____, 20 _____ ▶	Signature of Secretary, Managing Member, or Other Authorized Officer	Access Number