



PERSONAL ACCOUNT REQUIREMENTS

PERSONAL INFORMATION REQUIREMENTS

Please speak with a Member Service Representative for additional information

Important Information

- ☐ All documents provided must be original, copies will not be accepted
- ☐ Identifications and documentation provided will be scanned to our database
- ☐ All individuals must provide 2 forms of ID (one primary and one secondary) in addition to the information below

Primary Identification

Must be non-expired

Image will be scanned to our database

- ☐ Driver's License or Identification Card
(from a U.S. State or Entity)
- ☐ Permanent Resident Card or Resident Alien Card
- ☐ U.S. Passport

Secondary Identification

Must be non-expired

Image will be scanned to our database

- ☐ Any other form from Primary ID List
- ☐ ATM/Debit/Credit Card (from US financial institution)
- ☐ Social Security Card
- ☐ Matricula Consular Card
- ☐ Sentri/Global Entry Card
- ☐ Medical Insurance Card
- ☐ Auto Insurance Card
- ☐ Employee ID Card
(limited to local government, City and State)
- ☐ US Military/Federal Employee Card
(will not be scanned to our database)

Minors (0-17 years old)

Images will be scanned to our database

Provide 2 of the following

- ☐ Any Primary form of ID
- ☐ Birth Certificate
- ☐ Social Security Card
- ☐ Sentry/Global Entry
- ☐ School ID (for current school year)

Tax Identification Number

*Original card required if using as secondary ID
SSN required for all individuals*

- ☐ Social Security Number (SSN)

Proof of Residence

*Residence verified using one of the following methods,
documents provided must be non-expired or issued within
45 days and in your name*

- ☐ Physical address provided matches address on ID or
most recent address on credit report
- ☐ Pay Stub
- ☐ Auto Insurance Card
- ☐ Vehicle Registration
- ☐ Rental or Lease Agreement
- ☐ Utility Bill: including electric, water, gas, garbage,
telephone/mobile, internet, or cable

*If utility bill, rental, or lease agreement is not in your
name, it must be accompanied by a written statement
from the named person stating you live with them*

Additional Information Requested

- ☐ Mailing Address (if applicable)
- ☐ Phone Number(s)
- ☐ Email Address
- ☐ Mother's Maiden Name
- ☐ Date of Birth
- ☐ Employment & Occupation

Beneficiary Information Requested

If applicable, please provide the following

- ☐ Name
- ☐ Social Security Number (SSN)
- ☐ Date of Birth
- ☐ Address

Online Account Opening

*Identification information will be verified using electronic,
non-documentary methods*

Eff. 11/03/2025