



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)

When primary and secondary IDs are not available, provide any 2 of the following

- Birth Certificate
- Social Security Card
- School ID (for current school year)

Tax Identification Number

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

- Social Security Number (SSN)
- Individual Tax Identification Number (ITIN)

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

- Primary ID with current physical address
- Address match 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 person named 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
- Tax Identification Number (SSN or ITIN)
- Date of Birth
- Address