

# **Business Deposit Account Application Instructions**

Thank you for your interest in a Farm Bureau Bank Business account. Our application process can be completed in 3 simple steps.

## 1. Complete the following documents:

- Business Deposit Account application (page 1)
- Certification of Beneficial Owners and Authorized Signers (page 3, 4 & 5) Must be signed by all parties
- Funding Authorization Form, if applicable (page 6)

#### 2. Provide Business Documentation:

In order to expedite the account opening, simply provide any official local, state or federal document that verifies your business or organization's formation. Please see the **Business Deposit Document Reference Guide** for a list of approved forms required to open a business account.

## 3. Submit your documents:

Mail or email the completed application and additional required documents to:

Relationship Banking Farm Bureau Bank 17300 Henderson Pass San Antonio, Texas 78232 fbbanking@farmbureaubank.com

Once the application and documents have been reviewed and an account has been opened, the following will be mailed within 7 - 10 business days:

- New Account Package including account details and disclosures
- Checks and/or Debit card, if applicable

Thank you for choosing Farm Bureau Bank as your business financial provider. If you have any questions, please contact us at 1.800.988.4419 or email fbbanking@farmbureaubank.com.

Farm Bureau Bank does not offer accounts for internet gambling businesses, money service businesses, marijuana, hemp or CBD related businesses.

#### **Interested in Business Services?**

To learn more about our Treasury Management Services, contact your Relationship Manager at 1.800.988.4419 or email treasury solutions@farmbureaubank.com for more information. Services include:

- Remote Deposit Capture
- ACH Services
- Business Online Banking
- Mobile Banking
- Positive Pay
- Wire Services
- Sweep Accounts and Zero Balance Account
- Account Reconciliation
- Merchant Card Services
- Lockbox Services

All accounts and Treasury Management Services are subject to approval. Additional fees may apply.

## IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT:

To help the government 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 the account. What this means to you: When you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents. Please note that Farm Bureau Bank may monitor and/or record phone conversations made or received by our employees or our agents.



Email: fbbanking@farmbureaubank.com

## **Business Deposit Account Application**

What you will need to complete this application:

- Basic information about the business and its operations
- Your personal information (as the account applicant) including address, phone number, and SSN
- The name, date-of-birth, SSN/TIN, address, email address, a Driver's License or Government Issued ID, and other contact information for each of the following (as applicable):
  - 1. Authorized Signer/User 2. Beneficial Owner of a Legal Entity with > 25% Ownership 3. Business Owner
  - 4. Individual with Control of the Business 5. Any Additional Employees
- Existing bank account information for funding purposes

We may require additional information,	documentation to establish an account.
	GENERAL BUSINESS INFORMATION

Legal Business Name (Include	DBA information, i	f applicable)						
Business Structure (Choose or	ne of the following)							
Sole Proprietorship General Partnership Corporation	al Partnership Limited Liability Company (LLC) Trust							
Is this Business a:								
Company formed in the L Publicly held company wi Non-profit, not-for-profit, Company that hold funds	ith shares traded or , or charitable orga	nization?	cipals?	Yes Yes Yes Yes	(Required) No No No			
Date Business Established (M	M/DD/YYYY)	Busi	iness Tax Iden	tificatio	n Number (EIN/SSN)			
Business Physical Address (Re						_		
Physical Address  Business Mailing Address (If o	different from physi	City Cal address)				State	Zip	
Physical Address		City				State	Zip	
<b>Business Contact Information</b> Phone Number ( <i>Primary</i> )	Mobile	Email Address						
Phone Number (Secondary)	Mobile Website Address							
NAICS Code (North American	 Industry Classificat	ion System; can be fou	nd on your Fed	leral Ta	x Return or Schedule (	C)		
Business Description (Include	goods sold and/or	services provided)						



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How did you hear about Farm Bureau Bank?		
Current client of Farm Bureau Bank Current Farm Bureau Affiliation (Complete informatio	on below if Farm Bureau Agent is assisting with accou	unt opening*)
Member Number	Member Since	
Farm Bureau Insurance Holder: Yes No		
*Farm Bureau Agent Information (if applicable)		
Agent Name/Referral Source Code	Agent Support Name/Associate RSC	ITC (Internal Only)
Other Source (Please specify below)  BUS	SINESS PRODUCTS & SERVICES SELECTION	
Please indicate the account(s) you are interested in establi  CHECKING & MONEY MARKET <sup>1</sup>	ishing.  CERTIFICATE OF DEPOSIT	
BUSINESS ESSENTIALS	\$1,000 minimum to open	
BUSINESS ADVANTAGE CHECKING	Term	Months Years
BUSINESS ANALYSIS CHECKING	Step-Up Option	Yes No
PERFORMANCE MONEY MARKET BUSINESS MONEY MARKET SWEEP TO INTEREST-BEARING CHECKING	Step-Up Option rates may be lov	ver than traditional CD rates. This crease. You choose when to exercise
	Interest Payment Option	s (Select only one option)
Business Account Options (Check all that apply)	Pay directly to CD (Ca	initalize interest)
Online Access (Email and internet access required)	Transfer to another a	•
e-Statements (Email and internet access required)	5 11 11	
	ROUTING NUMBER	
Online Bill Pay (Email and internet access required)	Routing Number  Account Numbe	

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<sup>&</sup>lt;sup>1</sup>Please note fees may apply to Checking and Money Market Accounts. Refer to the Business Deposit Account Fee Schedule for details.



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## **CERTIFICATION OF BENEFICIAL OWNERS AND AUTHORIZED USERS**

For instructions, refer to page 7.

Persons opening an account and/or requesting financing on behalf of a legal entity must provide the following information:

A. ACCOUNT INFORMATION		
Name of person opening the account and/or requesting financi	ng Title/Position	
B. CERTIFIED:		
I,(Name of person	n opening account and/or requesting financing), herel	by certify, to the best of my knowledge, that th
information provided within this application is complete and corthis Certification.	rrect. I also agree to notify Farm Bureau Bank	c of any change in the information provided withi
Signature		Date
C. BENEFICIAL OWNER(S)		
Please provide the following information for any individual(s), if a or otherwise owns 25% or more of the equity interests of the leg		ntract, arrangement, understanding, relationship
Check here if no individual meets this definition and complete	SECTION D.	
Individual Name	Position with Business	% Ownership
Date of Birth Social Security Number	Phone Number ( Mobile)	E-mail Address (Required for Online Access)
Residential Physical Address	City	State Zip
Check if applicable - <b>Account Authority:</b> Signer Receive/Use	e a Debit Card Online Banking Access: ( View.	Accounts Only Originate Transactions Administrator)
If more than one account is being opened and/or external accounts are	•	-
Signature Signature		Date
Individual Name	Position with Business	% Ownership
mandad name	r osition with business	78 Ownership
Date of Birth Social Security Number	Phone Number ( Mobile)	E-mail Address (Required for Online Access)
Social Security Number	Thome Names ( Mosne)	2 mail ridaress (riequirea for Griffice riecess)
Residential Physical Address	City	State Zip
Check if applicable - <b>Account Authority:</b> Signer Receive/Use	e a Debit Card Online Banking Access: ( View .	Accounts Only Originate Transactions Administrator)
If more than one account is being opened and/or external accounts are	e being added to Farm Bureau Bank Online Bankin	g, list any account access exclusions that apply:
Signature		Date



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	CERTIFICATION OF BEI	NEFICIAL OWNERS AND AUTHORIZED USE	ERS (CONT.)
Individual Name		Position with Business	% Ownership
Date of Birth	Social Security Number	Phone Number ( Mobile)	E-mail Address (Required for Online Access)
Residential Physical Address		City	State Zip
Check if applicable - <b>Account</b> If more than one account is b		Use a Debit Card Online Banking Access: ( View are being added to Farm Bureau Bank Online Banking	Accounts Only Originate Transactions Administrator) g, list any account access exclusions that apply:
Signature			Date
Individual Name		Position with Business	% Ownership
Date of Birth	Social Security Number	Phone Number ( Mobile)	E-mail Address (Required for Online Access)
		City Use a Debit Card Online Banking Access: ( View a are being added to Farm Bureau Bank Online Banking	-
Signature CONT			Date
or senior manager (e.g. Chi Treasurer; or any other indi	g information for at least one indiv	lar functions.	ng the legal entity, such as: an executive officer mber, General Partner, President, Vice President,
Individual Name		Position with Business	% Ownership
Date of Birth	Social Security Number	Phone Number ( Mobile)	E-mail Address (Required for Online Access)
Residential Physical Address Check if applicable - Account If more than one account is b		City Use a Debit Card Online Banking Access: ( View and being added to Farm Bureau Bank Online Banking	State Zip  Accounts Only Originate Transactions Administrator) g, list any account access exclusions that apply:
Signature			Date

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## **CERTIFICATION OF BENEFICIAL OWNERS AND AUTHORIZED USERS (CONT.)**

## E. AUTHORIZED SIGNERS/USERS (If applicable)

Please provide the following information for any individual who will be designated as an Authorized Signer or User, but has no business ownership or significant responsibility for managing the legal entity.

significant responsibility for ma	maging the legal chitty.				
Individual Name		Pos	sition with Business		
Date of Birth	Social Security Number	Ph	one Number ( Mobile)	E-mail Address (R	Required for Online Access)
Residential Physical Address		City		State	Zip
Check if applicable - Account Auth If more than one account is being	=	eive/Use a Debit Card ounts are being added to	<del>-</del>	View Accounts Only Originate T Inking, list any account access	
Signature		<del></del>		 Date	
Signature				Date	
Individual Name		Pos	ition with Business		
Date of Birth	Social Security Number	Ph	one Number ( Mobile)	E-mail Address (R	equired for Online Access)
Residential Physical Address		City		State	Zip
Check if applicable - <b>Account Auth</b> If more than one account is being	-	eive/Use a Debit Card unts are being added to	Online Banking Access: ( ) Farm Bureau Bank Online Ba		ransactions Administrator) exclusions that apply:
					оттого поставания
Signature				Date	
Individual Name		Pos	sition with Business		
Date of Birth	Social Security Number	Ph	one Number ( Mobile)	E-mail Address (F	Required for Online Access)
Residential Physical Address		City		State	Zip
Check if applicable - Account Auth If more than one account is being		eive/Use a Debit Card	Online Banking Access: (	· · · · · · · · · · · · · · · · · · ·	Transactions Administrator)
in more than one account is being	opened and/or external acco	ourits are being added to	Trailli bureau bank Offilie ba	inking, list any account access	exclusions that apply.
Cianatura				Data	

**IMPORTANT - ACTION REQUIRED** (not applicable for requesting financing)

Please see the <u>Business Deposit Document Reference Guide</u> for a list of approved forms required to open a business account. Please send your business documents with your application.



Email: fbbanking@farmbureaubank.com

## **FUNDING AUTHORIZATION FORM**

This form must be completed, signed and returned to Farm Bureau Bank FSB [FBB] in order to fund your new account electronically from another financial

FUNDING ACCOU	NT OPTIONS AND INFORMATION
UNDING INFORMATION	
pening Deposit Amount: \$	_
nitial Source of Funds:	
ingoing Source of Funds:  or Non-CDs)	_
LEASE SELECT ONE:	
Mail a Check	Make a Net Deposit at my local Farm Bureau Office
(Make check payable to Farm Bureau Bank)	Name of Farm Bureau Office:
Transfer funds from my Farm Bureau Bank account  Farm Bureau Bank Account Number:	<b>Deposit funds via ACH Direct Debit</b> Must complete and sign Funding Authorization details below. Your electronic deposit may be subject to ACH verification. For faster funding, you may send an image of a voided check to services@farmbureaubank.com, and reference
Send funds via Wire Transfer. Use the following information:  ABA/Routing/Transit Number: 121281892  Bank Name: Farm Bureau Bank  City/State: Reno, Nevada  For Credit/to: Include your Business's (new account) Name	your business name.  & Federal Tax ID number
Total Deposit Amoun	t:
I/we authorize FBB to use the following account for initial	funding transfer of:  Amount:
Bank Name:	Account Type:   Checking   Savings
I/we authorize FBB to use the following account for initial   Bank Name:	Account #:
	NUTHORIZATION  Shove entries and to initiate, if necessary, entries and adjustments for ve.
(we) acknowledge that the origination of ACH transaction	ns to my (our) account must comply with the provisions of U.S. law.
his authorization is to remain in full force and effect until ermination in such time and in such manner as to afford I	I (or either or us) give mailed, faxed, phone, or e-mail notification of its Farm Bureau Bank reasonable opportunity to act on it.
Signature of Primary Account Holder	Printed Name Date
Signature of Secondary Account Holder	Printed Name Date

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## **BENEFICIAL OWNERS INSTRUCTIONS and AGREEMENT & IMPORTANT TERMS**

#### A. BENEFICIAL OWNER(S)

All business customers will be required, due to a regulatory requirement, to provide us with certain information on its Beneficial Owners, Controlling Member and Certifying Person. This information must be provided on pages 5 and 6 before a new account can be opened. Failure to provide this information may result in the restriction and/or closing of your account.

To help the government fight financial crime, federal regulation requires certain financial institutions to obtain, verify, and record information about the beneficial owners of legal entity customers. Legal entities can be abused to disguise involvement in terrorist financing, money laundering, tax evasion, corruption, fraud, and other financial crimes. Requiring the disclosure of key individuals who ultimately own or control a legal entity (i.e., the beneficial owners) helps law enforcement investigate and prosecute these crimes.

#### Who should complete pages 5 and 6?

It must be completed and signed by the person opening a new account on behalf of a legal entity with a U.S. financial institution.

For the purposes of this application, a legal entity includes a corporation, limited liability company, or other entity that is created by a filing of a public document with a Secretary of State or similar office, a general partnership, and any similar business entity formed in the United States or a foreign country. Legal entity does not include sole proprietorships, unincorporated associations, or natural persons opening accounts on their own behalf.

#### What information do I have to provide?

When you open a new account on behalf of a legal entity, the Bank will ask for information about the legal entity's beneficial owner(s), including their name, address, date of birth and social security number. The Bank may also ask to see a copy of a driver's license or other identifying document for each beneficial owner listed on pages 5 and 6.

Beneficial owners are:

- (1) Each individual, if any, who owns, directly or indirectly, 25% or more of the equity interests of the legal entity customer; and
- (2) An individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, or Treasurer).

The number of individuals that satisfy this definition of "beneficial owner" may vary. Under section (1), depending on the factual circumstances, up to four individuals (but as few as zero) may need to be identified. Regardless of the number of individuals identified under section (1), you must provide the identifying information of one individual under section (2).

- B. AGREEMENT In consideration of Farm Bureau Bank FSB (the "Bank") providing depository and other services, you (the "Depositor") agree as follows:
  - a. That the Bank be and it hereby is designated a depository for the Depositor's funds, and the Depositor agrees to the provisions of the Bank's Deposit Account Terms and Conditions as amended from time to time; that the Bank is authorized to accept at any time, for the credit of the Depositor, deposits by whomsoever made of funds, in any form and in whatever manner endorsed; that funds may be withdrawn from the Bank on the checks of the Depositor; that the Bank is authorized and directed to pay or otherwise honor, negotiate or apply without inquiry, and without regard to the application of the proceeds thereof, checks, drafts and other instruments or orders for the payment, transfer or withdrawal of money for whatever purpose and to whosoever payable (including those drawn to the individual order of a signer, tendered for any individual or personal obligation of any owner, employee or officer of the Depositor, or for cash or deposit to the individual or personal account(s) of such owner, employee or officer) when signed, accepted or endorsed by any one of the person(s) named as Authorized Signer.
  - b. That any of the persons named as Authorized Signer shall be authorized to individually sign for and receive the statements and canceled vouchers of the Depositor or to appoint in writing agents to co-sign for and receive such documents; that they are hereby further authorized to effect stop payment orders against checks of the Depositor, to issue other orders in connection with the account(s) of the Depositor, and to bind the Depositor thereto. It is further agreed that any indebtedness created in connection with the account(s) by any of the Authorized Signer(s) shall be the debt of the Depositor.
  - c. That the Bank be, and it hereby is authorized and directed to honor as genuine and authorized instruments of the Depositor, all checks, drafts or other orders for the payment of money drawn in the name of the Depositor, when bearing or purporting to bear the facsimile signature or signatures of the persons named as Authorized Signer. That the Authorized Signer(s) are authorized and directed to certify to the Bank by specimen the form or forms of facsimile authorized by the Depositor for use by the named persons; that the Depositor assumes full responsibility for all payments made by the Bank upon the facsimile signatures of any person or any Authorized Signer(s) and that the Depositor agrees to indemnify and hold the Bank harmless against any and all loss, cost, damage or expense suffered or liability incurred by the Bank arising out of the misuse or unlawful or unauthorized use by any person of such facsimile signature or signatures.
  - d. Under penalty of perjury, you certify that: (1) The taxpayer identification number shown on page 1 is your correct taxpayer identification number and (2) You are not subject to backup withholding either because you have not been notified by the Internal Revenue Service (IRS) that you are subject to backup withholding as a result of failure to report all interest and dividends or the IRS has notified you that you are no longer subject to backup withholding.
  - e. Authorized Signer(s) Identifying information about the authorized signer(s) should be provided. These individuals have full authority to act on behalf of the Depositor. This authority includes, but is not limited to, being able to receive any information related to the account, perform any transactions, and make any necessary updates to options and account attributes. For updates to authorized signers, the Bank may request a copy of the board minutes or secondary authorization. Authorized signers, acting on behalf of the Depositor, are bound by the Agreement and Important Terms described on this page. The Depositor has approved or granted each person who signs Section C of pages 5 and 6 the authority to do so on the Depositor's behalf.
  - f. The Depositor agrees to the terms of, and will receive copies of the following:
    - Deposit Account Terms and Conditions
    - Electronic Funds Transfer: Your Rights and Responsibilities
    - · Funds Availability Policy
    - Truth-in-Savings
    - Deposit Fee Schedule