

# NEW ACCOUNT INFORMATION SHEET

Account Legal Title: \_\_\_\_\_

SSN/TIN: \_\_\_\_\_

\_\_\_\_\_

Acct No(s): \_\_\_\_\_

Personal, family or household account	Business Account
<input type="checkbox"/> individual <input type="checkbox"/> joint <input type="checkbox"/> Tenancy by the Entireties (husband and wife only) <input type="checkbox"/> ITF _____ <input type="checkbox"/> by Trust Dated _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> corporation _____ IOTA <input type="checkbox"/> partnership _____ other: _____ <input type="checkbox"/> sole proprietorship _____ <input type="checkbox"/> limited liability company <input type="checkbox"/> limited liability partnership

**TYPE OF ACCOUNT:**

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Free Checking     | <input type="checkbox"/> Interest Checking | <input type="checkbox"/> Sr. Interest Checking | <input type="checkbox"/> Small Business Checking                  |
| <input type="checkbox"/> Analysis Checking | <input type="checkbox"/> Savings           | <input type="checkbox"/> Money Market          | <input type="checkbox"/> CD <input type="checkbox"/> Loan Account |

SOURCE OF FUNDS TO OPEN ACCOUNT: \_\_\_\_\_ OTHER BCB ACCOUNT RELATIONSHIPS: \_\_\_\_\_

**ACCOUNT ACTIVITY INFORMATION:** THIS INFORMATION HELPS US TO SERVE YOU BETTER BY UNDERSTANDING THE EXPECTED ACTIVITY IN YOUR ACCOUNT. (This information is not required for CD or Loan accounts)

TYPES OF WITHDRAWALS

N=never, S=seldom F=frequently

- N S F Checks & ACH
- N S F Over-the-counter withdrawals or cashed checks
- N S F Payroll checks (cashed)
- N S F Outgoing Wire transfers \_\_\_domestic \_\_\_ foreign
- N S F ATM/Debit card
- N S F Internet/Bill Pay
- N S F Change orders
- N S F Purchase monetary instruments

TYPES OF DEPOSITS

N=never, S=seldom F=frequently

- N S F paychecks/direct deposits
- N S F customer/vendor checks
- N S F incoming wire transfers \_\_\_ domestic \_\_\_ foreign
- N S F Cash: Range \$\_\_\_\_\_ to \$\_\_\_\_\_
- N S F Money orders, cashier's checks, traveler's checks
- N S F ACH Origination
- N S F Courier – customer
- N S F Night Deposit / Bank by Mail
- N S F ATM Deposits
- N S F Courier - Bank
- N S F foreign checks/collection items

**Money Service Business Activities:**

- |                     |                                |                        |
|---------------------|--------------------------------|------------------------|
| Does your business: | Sell monetary instruments? Y N | Cash checks? Y N       |
|                     | Deferred payment advances? Y N | Currency exchange? Y N |
|                     | Funds transmittals? Y N        |                        |

If answered yes to any of the above questions, bank employee must complete the Due Diligence Form for MSBs

**HOW DID YOU HEAR OF US?**

\_\_\_Ad \_\_\_ Convenient to work / home \_\_\_ Officer referral \_\_\_ Have/had other accounts with us \_\_\_ Other: \_\_\_\_\_

**BANK REFERENCE:** \_\_\_\_\_

