**AMERICA’S CREDIT UNION**

REQUIRED SFRG OPENING ACCOUNT DOCUMENATATION

* Memorandum for the current commander stating the following (must be specified):
  + Authority to open account at ACU
  + EIN
  + SFRG Name (must match IRS EIN documentation
  + Authorized signers’ names
  + Change of signers
  + Powers/duties to conduct banking services with ACU (i.e. types of accounts to open)
  + Debit cards/checks to be used if applicable for whom
  + Whether or not dividends will be forfeited (Savings account dividends must be forfeited for SFRGs)
  + Current Commander’s signature
* Assumption of Command Orders/Memorandum (references AR 600-20 authority and signed by CDR)
* ID: State issued DL/ID or passport of authorized signers

REQUIRED FRG UPDATE ACCOUNT DOCUMENTATION

* Memorandum for the current commander stating the following (must be specified):
  + Authority to update/change account at ACU
  + EIN number (must match current SFRG account EIN)
  + Authorized signer(s) names to be removed
  + Authorized signer(s) names to be added
  + Final complete list of authorized signers remaining on the account
  + Debit cards/checks to be issued to new signers if applicable
  + Whether or not dividends will be forfeited (Savings account dividends must be forfeited for SFRGs)
  + Current Commander’s signature
* ID: State issued DL/ID or passport of authorized signers
* If current Commander is different from last recorded Commander listed on account, must provide Assumption of Command Orders/Memorandum.

**ARMED FORCES BANK**

Required opening account documents for SFRGs:

* Memorandum signed by the current Commander stating the following (must be specific):
  + Request to open an account with Armed Forces Bank
  + EIN
  + SFRG/Unit/Account name (must match IRS EIN documentation)
  + Name(s) of authorized signer(s)
* Assumption of Command Orders/Memorandum
* IRS issued verification of EIN
* All signers to be on the account must be present wit valid ID, and must not owe Armed Forces Bank for any accounts previously closed for a negative balance.

Required documents to change signers

* Memorandum signed by the current Commander stating the following (must be specific):
  + Request to change signers of Armed Forces Bank account
  + EIN and account number
  + SFRG/Unit/Account name
  + Signer(s) to be removed (“remove all others” is acceptable)
  + Signer(s) to be added
* Assumption of Command Orders/Memorandum IF difference that the last Commander on file. When in doubt, bring it!
* Any new signer(s) and any current signer(s) will ALL need to be present with valid ID, and must not owe Armed Forces Bank for any accounts previously closed for a negative balance.
  + We cannot change signer(s) on any account without all signers staying on the account or being added onto the account present regardless of circumstances.

Simple Business Checking

* $50.00 opening deposit.
* No minimum balance requirement.
* Up to two signers are eligible for online banking access, which will be set up in the branch with one of our personal bankers
* There is no monthly fee for this account as long as total transactions in a statement cycle are 100 or less, and a transaction is completed at least every 6 months. After 6 months, the account is considered inactive and could be subject to a $5.00 service charge per month.
* Paper statements are $3.00 per month, however e-statements are automatically set up when signers are enrolled in online banking which waives this fee.
* Money Orders are $0.45 and Cashier Checks are $5.00.
* Debit cards and checks can be ordered at any time, with no additional memorandum or fee. Debit cards will show both the account, and signer name. Checks will show only account name.

\*\*All information is subject to change. The above is accurate as of April 27, 2016.