



Merchants and Planters Bank Business Account Worksheet

Instructions: Please fill out a form for the entity. If business is a Sole Proprietorship, please complete the *Consumer Worksheet* found [here](#). Once you complete the form in its entirety, save it and send it to us using one of the secure methods listed on [this page](#). A Customer Service Representative will contact you shortly. Additional documentation and identification may be required from the entity and any signers.

ENTITY INFORMATION			
Full Legal Name of Entity _____		Type of Entity _____	
Federal Taxpayer ID # _____		State of Registration or Incorporation _____	
Physical Street Address _____		City _____	State _____ Zip _____
Mailing Address _____		City _____	State _____ Zip _____
Business Phone _____		Other Phone _____	Business Fax _____
E-mail Address _____		Nature of Business _____	
ACCOUNT INFORMATION			
Account Type _____		Initial Deposit Amt. _____	
		Source of Initial Deposit _____	
List All Signers of the Account * _____			
* Each signer for the business account will need to fill out a separate <i>Consumer Worksheet</i> found here .			
VISA® BUSINESS DEBIT CARD	NETTELLER SERVICES – ONLINE BANKING		
Do you want a VISA® Debit Card or Shazam ATM Card with your new account? ¹ <input type="checkbox"/> YES <input type="checkbox"/> NO CARD IMAGE OPTIONS _____	Do you want access to NetTeller Services – Online Banking? ² <input type="checkbox"/> YES <input type="checkbox"/> NO		
	Account Restrictions Complete this section <u>ONLY</u> if you want restrictions on your account. Check only one box. ³ <input type="checkbox"/> View Only _____ (initials) <input type="checkbox"/> Transfer In Only _____ (initials) <input type="checkbox"/> Transfer Out Only _____ (initials)	Additional Services Free Bill Pay – Access FREE Bill Pay through your NetTeller Online Banking account after logging in. <input type="checkbox"/> Online Stop Payments ⁴ (Stop payment fees will apply.)	
SERVICES REQUIRED			
Please list any services your business anticipates needing.			
<input type="checkbox"/> Debit/Credit Card Processor <input type="checkbox"/> Payroll Processing <input type="checkbox"/> Remote Deposit Capture <input type="checkbox"/> Wires <input type="checkbox"/> Other _____			
EXPECTED TRANSACTIONS			
DEPOSITS	Est. Number of Monthly Deposits _____	Source of Common or Frequent Deposits _____	WIRES
	Average Amount of Cash Deposits _____	\$ _____	
CHECKS	Est. Number of Checks Per Month _____	Average Total Dollar Amount of Checks _____	
		\$ _____	
CURRENCY	Types of Currency Handled by the Business _____		
	Est. Cash Taken in Per Month _____	\$ _____	
	Est. Currency Exchange Activity Per Month _____		
			List any recurring incoming or outgoing wire activities that you anticipate. Please include information about international wires if applicable.

BENEFICIAL OWNERSHIP

In the first column, please list any natural persons who own 25 percent or more of the equity interest of the above legal entity. In the second column, please provide information for one natural person with significant responsibility for managing the legal entity. This person may also be an owner.

Natural Persons Owning 25% of More Interest in the Entity (Beneficial Owners)	Individual with Significant Responsibility of Managing Entity (Control Person)
1.	1.
2.	
3.	
4.	

CANNABIS-RELATED BUSINESS (CRB) QUESTIONS

1. Is your business a marijuana-related, hemp-related, or CBD-related industry? YES NO
2. Does your business do any business with cannabis-related businesses? YES NO

MONEY SERVICES BUSINESS (MSB) QUESTIONS

1. Will the business cash checks for individuals? YES NO
2. If yes, will the business cash checks over \$1,000 for any one customer in a single business day? YES NO
- a. If yes, the customer will have to (1) file with FinCEN to become a "Money Service Business" and (2) fill out the following Supplemental MSB Information and Questions section.

SUPPLEMENTAL MSB INFORMATION AND QUESTIONS

1. Do you own or operate ATM machines? YES NO
2. Does customer cash checks > \$1,000, issue monetary instruments or originate money transmissions on behalf of other parties? YES NO If yes, please describe. _____
3. Is business registered with FinCEN? YES NO If yes, attach FinCEN acknowledgement.
4. Is business registered with the State? YES NO If yes, attach documentation from the Secretary of State.
5. Is the business acting as an agent for another company? YES NO
- a. What is the target market for the business? _____
6. Does the business have its own Anti-Money Laundering Program? YES NO
7. Is the plan in writing? YES NO
8. Does the plan outline OFAC procedures? YES NO
9. Does the plan address Suspicious Activity Reporting? YES NO

DISCLOSURES

¹ **VISA® BUSINESS DEBIT CARD** By checking "YES" and signing below, I agree to Merchants and Planters Bank's Debit Card Holder Agreement and request that Merchants and Planters Bank Check Card(s) be issued on my/our account.

² **NETTELLER SERVICES – ONLINE BANKING** By checking "YES" and signing below, I am applying for NetTeller Services provided by Merchants and Planters Bank. I have viewed/will view the Online Banking Agreement and Disclosure. I agree to all terms and conditions as presented in the Online Banking Agreement and Disclosure and understand my rights and responsibilities. ³ Certain account types may automatically be restricted at the Bank's discretion. ⁴ Stop Payment requests submitted online are valid for 14 days. You must sign and submit request in writing for Stop Payments to remain in effect past 14 days.

APPLICANT SIGNATURE _____ **DATE** _____

APPLICANT SIGNATURE _____ **DATE** _____

FOR BANK USE ONLY

ACCOUNT OPENING INFORMATION

Account # _____

CSR _____

Branch # _____

Date Opened _____

VISA® DEBIT CARD

Card # _____ Exp Date _____

Image _____ PIN Offset _____

Loaded in Shazam Activated Core Field: 57

CIP REQUIREMENTS

- Entity Documentation Requirements Met
- Two Forms of ID on Beneficial Owners & Controlling Manager
- OFAC Checked on Entity, Beneficial Owners, & Controlling Manager

NETTELLER

NetTeller ID # _____

Temp. Password _____