

New Business Account Checklist

To begin your application, we require the following documents and information. You will be asked to provide or complete additional forms or documents during the processing of your application. Your application is subject to review and approval.

Businesses operating in the cannabis industry – directly or indirectly – must apply for a new account via our online application system. For more information, contact Salal Business Services at **BusinessApplications@SalalCU.org** or **800.562.5515 ext. 8913** or **206.298.9398**.

For All Businesses

- Business Registration(s) as applicable (Secretary of State registration, Business License, etc.)
- IRS SS-4 Letter confirming EIN
- Signed Business Formation Documents (clearly detailing governance and ownership):
 - Corporations:** Articles of Incorporation, bylaws, meeting minutes electing corporate officers, shareholder register (or similar)
 - LLCs/PLLCs:** Operation agreement with member roster
 - Partnerships:** Partnership agreement
- For businesses with at least one holding or parent company: All of the above documentation for **each** holding or parent company.
- For businesses with three or more holding or parent companies: Organizational chart detailing ownership structure of the applicant business.
- Copy of government-issued ID for all Authorized Signers & Beneficial Owners*

For All Cannabis-Related Businesses (Including Licensed, Ancillary, and Hemp/CBD-Related Businesses)

In addition to the items listed above, also provide:

- Written summary of business operations including products and services offered by the business
- Written summary of the current and prior experience of the business's owners and officers
- Written summary describing the source of start-up and/or operating funds (Salal may verify)

For All Licensed Cannabis Businesses:

In addition to items listed above, also provide:

- Lease detailing terms and approval for cannabis activity on premises (or proof of property ownership)
- Applicable cannabis licenses (city, county, state)

*Beneficial Owners are defined as:

- Each individual who owns directly or indirectly 25% or more of the equity interests of the business **and;**
- An individual with significant responsibility for managing the business (e.g., CEO, CFO, COO, Managing Member, General Partner, President, etc.)