



Special Account Membership Checklist

Individual Retirement Account / General Membership already established:

- No further documentation required

Individual Retirement Account / No General Membership established:

- Tax Identification Number (SSN, ITIN)
- Valid unexpired Government Issued Identification
 - Proof of physical address (acceptable proof of address: utility bill, bank statement, insurance policy, paystub, property tax bill, rental agreement)
- \$5.00 initial membership share/deposit

Estate Account:

- Tax Identification Number (SSN, ITIN) – Representative of the Estate
- Tax Identification Number (EIN) – Estate
- Valid Unexpired Government Issued Identification – Representative of the Estate
 - Proof of physical address (acceptable proof of address: utility bill, bank statement, insurance policy, paystub, property tax bill, rental agreement)
- Letters of Authority for Personal Representative of the Estate (Estate paperwork from the Court)
- Death Certificate
- \$5.00 initial membership share/deposit

Trust Account:

Del One offers accounts for Revocable and Irrevocable Trusts only.

- Tax Identification Number (SSN, ITIN, EIN) – Trust
- Tax Identification Number (EIN, ITIN) – Trustees
- Valid Unexpired Government Issued Identification – Trustees
 - Proof of physical address (acceptable proof of address: utility bill, bank statement, insurance policy, paystub, property tax bill, rental agreement)

- Copy the pages of the Trust that show the name of the trust, trustees, successor trustees, signatures and the attorney's name/information * or * an existence of trust provided it contains the same information.
 - Note: If death scenario we will also need the deceased grantor's original Death Certificate and Tax ID verification for the Trust (IRS Letter)
 - Please allow 24-48 hours for trust documents to be approved/reviewed

Power of Attorney Added to Account:

- Tax Identification Number (SSN, ITIN) – Power of Attorney
- Valid Unexpired Government Issued Identification – Power of Attorney
 - Proof of physical address (acceptable proof of address: utility bill, bank statement, insurance policy, paystub, property tax bill, rental agreement)
- Power of Attorney paperwork in its entirety – including signed acknowledgment by the attorney-in-fact
 - Please allow 24-48 hours for POA documents to be reviewed/approved

Additional documentation may be requested upon review.