

Aloha and Welcome to Central Pacific Bank!

To assist you with your account opening process, please see the requirements listed below.

FOR QUESTIONS CONTACT:



808-544-0500 or Toll-Free 1-800-342-8422



www.cpb.bank



info@cpb.bank

REQUIREMENTS FOR ALL NEW BUSINESS ENTITIES



Owners, partners, and key executives must be present at account opening.



Bring a form of personal identification issued by a government agency (i.e. Driver's License or Passport)



Bring Taxpayer Identification Numbers for the Business and all Individuals

ADDITIONAL REQUIREMENTS → BUSINESS ENTITIES REGISTERED WITHIN THE STATE OF HAWAII

In addition to the requirements in the "All New Business Entities" section above:



We will verify the identity of the entity by reviewing the entity's registration online with the [Hawaii DCCA BREG](#) (Department of Commerce & Consumer Affairs, Business Registration Division)

Business must have an active status and be in good standing.

*You may be required to provide additional documentation should the DCCA registration return insufficient information regarding your entity. In that event, refer to the appropriate entity field below for documents needed to open the account.

ADDITIONAL REQUIREMENTS → BUSINESS ENTITIES REGISTERED OUTSIDE THE STATE OF HAWAII

In addition to the requirements in the "All New Business Entities" section above:



For entities that are registered in other states/jurisdictions and where the identity of the entity cannot be verified by reviewing the entity's registration and active status on such other state/jurisdictional database, documents that are required at the time of (deposit) account opening are marked with an asterisk (*) and should be used to verify the identification of the entity for CIP purposes. Documents that are not marked with an asterisk are not required but should be obtained if the Bank has reason to know that additional documentation would be appropriate.

DCCA registration is required from the state in which the business was formed and must be accompanied by the Certificate of Authority from the Hawaii DCCA.

SOLE PROPRIETORSHIP

- Registration of Trade Name - If doing business under a trade name *
- Social Security Number or Federal Employer Identification Number *

LIMITED LIABILITY COMPANY (LLC) Formed/Registered Outside Hawaii

- Articles of Organization and any amendments * (with government agency stamp or printout evidencing formation in applicable state/country).
- Operating Agreement and any amendments (if applicable*)
- Registration of Trade Name - If doing business under a trade name *
- Social Security Number or Federal Employer Identification Number - required if business has employees *

IF MEMBER(S) / MANAGERS(S) ARE A BUSINESS ENTITY OR A FORMAL TRUST

- Provide applicable documents (Articles of Incorporation / Organization, partnership agreements, bylaws, trust agreement, etc.) for all parties involved, including any amendments (if applicable*)

A certified translation of Articles of Incorporation / Organization, partnership agreements, bylaws, etc. is required if documents are in a foreign language. *

CORPORATION (PROFIT & NON-PROFIT) Formed/Registered Outside Hawaii

- Articles of Incorporation and any amendments * (with government agency stamp or printout evidencing formation in applicable state/country).
- Bylaws including any amendments (if applicable*)
- Registration of Trade Name - If doing business under a trade name *
- Federal Employer Identification Number *

IF BUSINESS OWNER(S) ARE A BUSINESS ENTITY OR A FORMAL TRUST

- Provide applicable documents (Articles of Incorporation / Organization, partnership agreements, bylaws, trust agreement, etc.) for all parties involved, including any amendments (if applicable*)

NON-PROFIT CORPORATIONS – INTEREST BEARING ACCOUNTS ONLY

- Copy of IRS letter assigning tax-exempt or non-profit status. (Interest Bearing Accounts Only)
A certified translation of Articles of Incorporation / Organization, partnership agreements, bylaws, etc. is required if documents are in a foreign language. *

PARTNERSHIPS (GENERAL, LIMITED, LIMITED LIABILITY, LIMITED LIABILITY LIMITED) Formed/Registered Outside Hawaii

- Registration of Trade Name - If doing business under a trade name *
- Federal Employer Identification Number *
- Partnership Agreement and any amendments (if applicable*)

GENERAL PARTNERSHIPS ONLY

- Registration Statement for Partnership * (with government agency stamp or printout evidencing formation in applicable state/country).

LIMITED PARTNERSHIPS & LIMITED LIABILITY LIMITED PARTNERSHIPS ONLY (LP & LLLP)

- Certificate of Limited Partnership * (with government agency stamp or printout evidencing formation in applicable state/country).

LIMITED LIABILITY PARTNERSHIPS ONLY (LLP)

- Statement of Qualification * (with government agency stamp or printout evidencing formation in applicable state/country).

IF PARTNERS ARE A BUSINESS ENTITY OR A FORMAL TRUST

- Provide applicable documents (Articles of Incorporation / Organization, partnership agreements, bylaws, trust agreement, etc.) for all parties involved, including any amendments (if applicable*)

A certified translation of Articles of Incorporation / Organization, partnership agreements, bylaws, etc. is required if documents are in a foreign language. *

UNINCORPORATED ASSOCIATION OR ORGANIZATION

- Registration of Trade Name - If doing business under a trade name *
- Federal Employer Identification Number *

REQUIRED (IF APPLICABLE*)

- Organization's bylaws, operating agreement, meeting minutes or other formal documentation indicating purpose of the organization, its officers (if any), and authorized signers. *

NON-PROFIT ASSOCIATIONS OR ORGANIZATIONS – INTEREST BEARING ACCOUNTS ONLY

- Copy of IRS letter assigning tax-exempt or non-profit status. (Interest Bearing Accounts Only) *

UNINCORPORATED ASSOCIATIONS OR ORGANIZATIONS FORMED OUTSIDE OF HAWAII MUST ALSO PROVIDE

- A certified translation of Articles of Incorporation / Organization, partnership agreements, bylaws, etc. is required if documents are in a foreign language. *