

Athletic TEAM Account



Athletic TEAM is a group of people who take to the playing court, field, track, etc. to play their sport. Multiple Teams can play under on Club and typically each team is represented by a different name designation.

- **Employer Identification Number (EIN)***
 - To request an EIN call 1-800-829-4933 or visit <http://www.irs.gov>.
 - If using the Club's EIN, letter authorizing the use of the Club's EIN

- **Active registration with the state (may be the Club's registration)**
 - Specialists can obtain from the state websites for your convenience
 - Registration must state fictitious name (if applicable)

- **Articles of Incorporation (from State) (may be the Club's Articles)**
 - Designates purpose at the time of registration
 - Specialists can obtain from the state website for your convenience

- **Signed By-Laws (may be the Club's By-Laws)**
 - Defines the structure of the Corporation

- **Specialized Team Authorization Designation Form**
 - Must obtain from HAPO Treasury Services Department
 - Prefilled and signed by Club secretary
 - Must include names of who will be an authorized signatory on the Team account
 - Must be signed by the Club Secretary

- **Valid identification of all signers**
 - Information on Club's Controlling Person if they will not be a signer on the Team account
 - Address, phone number, SSN, DOB, valid form of identification

*Additional documents may be required if discrepancies arise once validated against government records