

OperFi Client Setup Checklist

All OperFi new accounts please submit the following:

- ☐ OperFi Factoring Agreement
- ☐ OperFi Notice of Assignment
- ☐ Operating Authority
- ☐ Insurance Certificate
- ☐ Voided Check with Printed Company Name
 - Or official bank document with account Information listed. Starter checks not accepted.
- ☐ Driver's License for All Owners
- ☐ W-9

In addition to the above, the below business types please submit the following

Corporations or LLCs:

- ☐ Formation Documents
 - Contact an OperFi representative who can assist with your respective state's Secretary of State database. Document fee may be required depending on individual state requirements.

Sole Proprietors (DBAS):

- ☐ Utility Bill listing current address
- ☐ Social Security Card

Military, Veteran, Law Enforcement: (Discounts Offered)

- ☐ Proof of Service