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Pacific Crest
SAVINGS BANK

401(k) Retirement Plan Interest Checking

INFORMATION GATHERING SHEET • NEW ACCOUNT REQUEST

Important Information About Procedures for Opening a New Account

It is the practice of Pacific Crest Savings Bank to meet our clients in person initially. This document is provided as a convenience to expedite the new account opening process. Please contact the Client Service Team if you would like to arrange an appointment at your business location or visit our office any time during business hours. **The account is not considered established until a signature card has been signed and a deposit received by the bank.** Fax this completed form along with the required 401(k) documentation to **Pacific Crest, Attn: Gena Emerson at 425 670 9688.**

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. Additional personal information is gathered to provide the bank with unique personally identifying information used when authentication is necessary to ensure your confidential information is protected.

Personal Information

NAME OF ACCOUNT	NAME OF TRUSTEE (AUTHORIZED SIGNER)		
TAXPAYER ID NUMBER FOR TRUST (EIN)	TRUSTEE SOCIAL SECURITY NUMBER		
TRUSTEE DATE OF BIRTH	CITY OF BIRTH		
PHYSICAL ADDRESS	CITY	STATE	ZIP CODE
MAILING ADDRESS	CITY	STATE	ZIP CODE
HOME PHONE NUMBER	CELL PHONE NUMBER	WORK PHONE NUMBER	EMAIL ADDRESS

Transactional/Operational Information

Average number of checks issued each month:

1-100 100-500 500-1,000 OVER 1,000

Average number of deposits made each month:

1-100 100-500 500-1,000 OVER 1,000

Do you normally receive wire transfers?

NO YES, TYPE(S): DOMESTIC INTERNATIONAL

MONTHLY AVERAGE NUMBER OF WIRES? _____

Do you typically make ATM withdrawals?

YES NO

Required 401(k) Documentation

- TRUST AGREEMENT, SIGNED COPY
- PLAN ADOPTION AGREEMENT, USUALLY FIRST FOUR PAGES, OR PLAN SUMMARY
- IRS PLAN DETERMINATION LETTER

- IRS DEPARTMENT OF THE TREASURY ASSIGNMENT OF EMPLOYER IDENTIFICATION NUMBER (EIN) FOR THE TRUST
- CUSTODIAL AGREEMENT (IF APPLICABLE)
- CUSTOMER IDENTIFICATION PROGRAM (CIP) FORM

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