

Account Maintenance Form

Date: [Click here to enter text.](#)

This document is used for the purpose of adding and/or removing authorized signer for Axos Business Banking accounts, updating the business name, or adding a DBA or fictitious business name. Attach Driver's License images or Government issued Identification for each individual. Please be advised, the request cannot be processed until all necessary documentation and information have been provided.

Current Business Name: [Click here to enter text.](#)

Account Numbers: [Click here to enter text.](#), [Click here to enter text.](#), [Click here to enter text.](#)

Please select from the following:

Signer update

Please fill out page 2 of this document with New Signer Information.

Please add [Click here to enter text.](#), [Click here to enter text.](#), [Click here to enter text.](#)

Please remove (signature required) [Click here to enter text.](#), [Click here to enter text.](#), [Click here to enter text.](#)

Business Name Change

Please attach filed business name change documentation.

New Business Name: [Click here to enter text.](#)

Adding DBA

Please attach filed Doing business as statement or fictitious business name filing. Up to 3.

New DBA/Fictitious Business Name: [Click here to enter text.](#), [Click here to enter text.](#), [Click here to enter text.](#)

I authorize the changes made above.

Print First and Last name

Signature of Current Authorized signer

Print First and Last name

Signature of Current Authorized signer

Print First and Last name

Signature of Current Authorized signer

Print First and Last name

Signature of Current Authorized signer

Signer update (New Signer Information)

Please provide the requested information below and attach Driver's License images or Government issued Identification for each individual being added.

Print Name/Title: Click here to enter text.		Mother's Maiden Click here to enter text.	Full SSN #: Click here to enter text.	Date of Birth: Click here to enter text.
Address: Click here to enter text.			Best Contact #: Click here to enter text.	
Security Word & Hint: Click here to enter text.	Email Address: Click here to enter text.	Driver's License No./State Click here to enter text.	Issue Date: Click here to enter text.	Exp. Date: Click here to enter text.
Print Name/Title: Click here to enter text.		Mother's Maiden Click here to enter text.	Full SSN #: Click here to enter text.	Date of Birth: Click here to enter text.
Address: Click here to enter text.			Best Contact #: Click here to enter text.	
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Security Word & Hint: Click here to enter text.	Email Address: Click here to enter text.	Driver's License No./State Click here to enter text.	Issue Date: Click here to enter text.	Exp. Date: Click here to enter text.

Complete and send the form to:

Secure Message: Log into your online banking portal to send your completed request form via secure message.

Documentation Required by Business Type

<p>Sole Proprietor:</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added. 	<p>General Partnership:</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added. 	<p>Limited Liability Company (LLC):</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added.
<p>Limited Partnership (LP) or Limited Liability Partnership (LLP):</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added. 	<p>Corporation (For Profit):</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added. 	<p>Corporation (Non-Profit):</p> <ul style="list-style-type: none"> - If adding a DBA or FBN, provide the Doing Business As (DBA) or Fictitious Business Name (FBN) filing. - If adding a new signer, please provide a clear color photo of a valid Driver's License or Government Issued Identification for each individual being added.