

## BQE ePayments - Data Required for Sign Up

Please have the following information ready for your next training session:



### Company Information

- Business Type - Sole Proprietor, Corporation, LLC, etc.
- Industry
- EIN - Double-check for accuracy, should match IRS filings
- Annual Processing Volume (\$)
- Average Transaction Amount
- Business Address - Physical address required; avoid PO Box



### Bank Information

- Bank Name
- Bank Account Number



### Business Owner Information

- Name - Avoid Jr, III, esquire, etc.
- Business Title
- Ownership %
- SSN - Double check for accuracy
- Date of Birth - MM/DD/YYYY
- Owner Address - Residential, not business

***You will have to repeat the business owner information for anyone who owns at least 25% of the business.***