

FRG Bank Account Information

- **Tax Identification Number** - FRGs are required to have a Tax ID Number prior to applying for a bank account. The application form follows. You may call 800-829-4933 to get a Tax ID # by telephone. The form will show you what info they'll need. FRGs may chose to have only one for the battalion and each battery / company FRG will use the same number. The number stays with the battalion / battery / company even as the commanders, FRG leaders, and informal funds custodians changes on the account.
- **Opening an Account** – A formal request must be provided on unit letterhead (see sample). This letter must be signed by the unit commander to authorize the account. The unit commander, the FRG Leader, and deployable Soldiers cannot be the informal fund custodian and cannot be signers on the account. Each signer on the account must provide a current photo ID (which will be photo copied for future verification of identity) and sign a signature card for the account. Please note that when a check is processed at the bank, it may take a few minutes to verify the signature and identity of the person who signed the check. The FRG may not open interest-bearing accounts and all fees for the checking account are waived. FRGs may order checks for a fee or obtain free checks at bank in sets of 4 at no fee.
- **Changing Authorized Signers or Commanders** – Again a formal request must be provided on Unit Letterhead (see sample). This letter must be signed by the unit commander to authorize changes. Only the person being added on must provide a photo ID and sign a signature card if the other person(s) are still authorized by the same commander. The outgoing person does not need to be present. If a new commander is taking command, all people who he / she authorizes must attend with photo ID and sign a new signature card even if they were previously on the account under the former commander.