



43 Maple Ave #217 Shrewsbury, MA 01545
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Enrollment Checklist

Once completed the fully signed and notarized original forms need to be mailed to Friends Money Manager. Please keep a copy for your records, or also fax or email us a copy. We cannot enroll a client or open a bank account without the originally signed and notarized forms.

*All forms should be printed single sided.

_____ Complete an Enrollment Form, online or paper. *The Enrollment Form does not need to be signed or notarized.*

_____ Enrollment Verification Form - *signed in two places and notarized*

_____ Power of Attorney - *signed and notarized*

_____ ID - a CLEAR copy of a current (not expired) Driver's license, MA. ID or U.S. Passport. *(We can accept an emailed or texted smartphone photo of the person's ID. A photo is often better for clarity than a copy. The bank only needs the front side of the ID.)*

_____ Authorization for Direct Deposit- signed (If applicable) *Allows us to transfer remaining funds from Avidia Bank to a client's personal account or reloadable debit card*

*Note: All ID's the bank will accept to open an account have an expiration date on the ID. **If the ID we receive is expired or does not have an expiration date, we will not notify you.**

We will put the enrollment on hold for up to six months. If we do not receive a current ID within 6 months of the date on the Power of Attorney, the submitted forms will be destroyed. Please check the expiration date prior to sending. Please contact us regarding any exceptions to this prior to sending.

In addition to faxing or emailing please mail the signed originals to:

Friends Money Manager

43 Maple Ave. # 217 Shrewsbury MA. 01545



Friend\$ Money Manager is Rent \$ecure Inc. company



Friendsmoneymanager.com