

How to open a team bank account

Most banks require a booked meeting to open any bank account- please contact the bank of your choice to book an appointment to open a team account. Make sure to get the name and email address of the person that will be opening your account.

Prior to going to a bank to open a team bank account you will need to email the KMHA office for a permission document for the bank.

The head coach or team manager should send the request in via email to info@kmha.ca in order to open a team bank account with the following information:

- The team name- i.e. Novice A 1
- The 3 names, address and telephone numbers of the signing officers
- The contact name and email address of your bank contact , so that the permission letter can be emailed directly to the bank

Remember the Head coach must be a signing officer, plus 2 others, every team needs 3 signing officers of which cheques 2 must sign a cheque