

# PROMISSORY NOTE INVESTMENT CHECKLIST

Contact Center: (800) 248-8447 | www.ForgeTrust.com

To make your <u>initial</u> investment purchase, you are required to submit supporting documents <u>with</u> this *INVESTMENT AUTHORIZATION* form. Below is a list of asset options and the documents required.

#### **REGISTRATION** - Note documents must be registered to the IRA as:

Forge Trust Co. CFBO [Client Name] [IRA Account No.]

PO Box 2048, San Francisco, CA 94126

Tax ID 26-2627205

#### If Borrower is an Entity, the following documentation is required for all note investments:

Documents certifying formation of entity

Evidence that the entity is in good standing

## **Unsecured Promissory Note**

Investment Authorization with funding instructions

Original notarized note\* (Copy of notarized note acceptable for Entity)

Note servicing agreement (if applicable)

Amortization/Payment Schedule (if applicable)

#### **Secured Promissory Note**

#### Secured by Real Estate:

Investment Authorization with funding instructions

Copy of Note

Copy of Note Endorsement (if applicable)

Copy of Deed of Trust/Mortgage

Copy of Assignment of Deed of Trust/Mortgage (if applicable)

Evidence that the borrower is/will be on title

Note servicing agreement (if applicable)

Amortization/Payment Schedule (if applicable)

#### Post Funding Documents\*:

Copy of Executed Note

Copy of Executed Note Endorsement (if applicable)

Recorded Deed of Trust/Mortgage

Recorded Assignment of Deed of Trust/Mortgage (if applicable)

#### Secured by Vehicle, Manufactured or Mobile Home:

Investment Authorization with funding instructions

Copy of Note

Copy of Note Endorsement (if applicable)

Copy of Certificate of Ownership in the Borrower's name

Registration of title/lien holder to Forge Trust Co. CFBO (Investor Name)

(IRA Account Number) under Tax ID 26-2627205

Evidence that the borrower is/will be on title

Amortization/Payment Schedule (if applicable)

#### Post Funding Documents\*:

Executed Security Agreement
Certificate of Ownership

#### Secured by Equipment:

Investment Authorization with funding instructions

Copy of Note

Copy of Note Endorsement (if applicable)

Copy of UCC Filing (if applicable)

Evidence that the borrower is/will be on title

Amortization/Payment Schedule (if applicable)

#### Post Funding Documents\*:

**Executed Security Agreement** 

Recorded UCC Filing

#### Secured by Company Shares:

Investment Authorization with funding instructions

Copy of Note

Copy of Note Endorsement (if applicable)

Copy of Security Agreement (if applicable)

Copy of Pledge Agreement (if applicable)

Private Placement Memorandum / Subscription Agreement /

**Operating Agreement** 

Amortization/Payment Schedule (if applicable)

# Post Funding Documents\*

Executed Security Agreement Stock Certificate (if applicable) Stock Power (if applicable)

#### **Secured by Participation Agreement:**

Investment Authorization with funding instructions

Copy of Note

Copy of Participation Agreement

Evidence the borrower is/will be on title

Private Placement Memorandum / Subscription Agreement /

**Operating Agreement** 

Amortization/Payment Schedule (if applicable)

#### Post Funding Documents\*

**Executed Participation Agreement** 

#### Secured by Other Collateral:

Investment Authorization with funding instructions

Copy of Note

Copy of Note Endorsement (if applicable)

Copy of Security Agreement (if applicable)

Evidence the borrower is/will be on title

Amortization/Payment Schedule (if applicable)

#### Post Funding Documents\*

Executed Security Agreement

Executed Certificate of Ownership

\*Post Funding Documents: You must provide the documents indicated within 90 days of the Promissory Note purchase/closing.

#### Note:

If the supporting documents require original ink signature(s), please mail this Investment Authorization form with the supporting documents to Forge Trust Co. at:

Regular Mail: PO Box 2048, San Francisco, CA 94126

Overnight Mail: 4 Embarcadero Ctr, Floor 15, San Francisco, CA 94111

Need help completing the form? Please call us at 1-800-248-8447 for assistance.



# PROMISSORY NOTE **INVESTMENT AUTHORIZATION**

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Priority Processing Requested: Priority processing does not mean same day; it may take 1-3 business days, if in good order, approved, and required funds are available. There is a fee of \$250 for this service. Standard processing time is up to 10 business days, if in good order.

Change Request: Check this box if this request is a modification of an original request.

Loan Number:

Lien Position:

First

	derstand I will have 5			via credit card or ACH. If enrolled ment. If payment is not received,			
Required fields are identifi	ed with an *						
1. PERSONAL	INFORMATI	ON					
Should Forge Trust Co. need to contact you in regards to	u in regards to			Middle Name  Social Security Number* (last 4 digits)		Last Name*  Date of Birth* (MM/DD/YYYY)	
this request, your preferred method of contact is:	Account Nu	Account Number*					
Email	Phone* XX	Phone* XXX-XXX-XXXX		Email (Your personal email only)			
Primary Phone							
2. INVESTMENT	INSTRUCTIO	NS					
Prior to releasing your funds	we may contact you	ı at the p	hone number on reco	rd for verbal confirmation of thes	e instruct	ions.	
Asset*							
Description						Secured	Unsecured
Note Terms							
Interest Options*:	Principal and Inte	rest	Ir	nterest Only	Ballo	on Note	
Principal Amount*:		Interest Rate*:		Maturity		Date*:	
Collateral Type (if Sec	ured)						
Real Property	Vehicle	Coi	mpany Shares	Manufactured or Mobile Ho	ome	Other:	
Borrower Information							
Borrower Name*			Borrower Address*				
Borrower SSN or TIN*							
Borrower Phone Number* XXX-XXX-XXXX			Borrower Email*				
f Promissory Note is s	secured by Real	Propert	y:				

Property Address:

City / State / County / Zip:

Second

#### **Contact Information**

Loan Servicer or Mortgage Broker / Professional*		Address*
Phone* XXX-XXX-XXXX	Fax Number (optional)	Email*

#### Funding Information (Select One)

Please note we will retain enough cash to maintain your minimum required balance, and to cover any investment-related fees or any unpaid fees before sending your requested amount. If there are insufficient funds to cover the minimum balance and/or fees, your request will be put on hold until sufficient funds are available. The purchase will be completed as soon as possible.

Invest the face value of the note: \$	
Invest Exactly: \$	(This note is being purchased at a discount or premium)

# 3. DOCUMENT REQUIREMENTS (Your request will not be processed if you do not provide the required documents with this form.)

Please refer to the INVESTMENT CHECKLIST on page 1. There may be additional documents required to complete your investment transaction. Your investment request must contain all of the required documentation in order to be processed.

ASSETS MUST BE REGISTERED AS "FORGE TRUST CO. CFBO [INVESTOR NAME] [ACCOUNT NO.] (TAX ID: 26-2627205)". Address of record: PO Box 2048, San Francisco, CA 94126

## 4. FUNDING INSTRUCTIONS

Please indicate how funds from your account are to be sent (check or wire) for the purchase of the asset listed above.

Send a WIRE. I understand a wire fee will apply	Į.
Bank Name*	
Bank Address* (No PO Box)	
Bank Phone Number	
Attention	
ABA (wire routing number)*	
Account Name*	
Account Number*	
For Further Credit Account Name	
For Further Credit Account Number	
Reference Number	
Send a CHECK using the following service:	Payee Name
Regular Mail	Address (must not be a bank address)
Overnight Mail (via FedEx) (overnight delivery fee + cost applies)	
Charge cost of overnight delivery to:	
FedEx Account #:	City/Ctate/7in
If no account # is provided, it will be billed your IRA account at cost.	City/State/Zip

5. PROHIBITED TRANSACTION QUESTIONNAIRE			
<ol> <li>If loaning money to a company, do you or any family member own any personal units/shares, are a main decision maker, or employed by the company?</li> </ol>			No
If yes:			
How are you related to the family member? (Write "self" if yourself)	What is the percentage of ownership?		
			%
2. Are you related to the borrower?		Yes	No
If yes:			
How are you related to the family member?			
3 Are you a Politically Evposed Person ("PEP")? DEP refers to individuals who	are or have been entructed with a prominent		
<ol> <li>Are you a Politically Exposed Person ("PEP")? PEP refers to individuals who are or have been entrusted with a prominent public function, as well as to their immediate family members, and close associates. PEPs include political figures, executives of</li> </ol>			No
government-owned corporations, senior government officials, and members of t judicial branches of government.	he executive, legislative, administrative, military, and	Yes	140
If yes, please explain.			
4. Additional comments and/or explanations:			
6. ACKNOWLEDGMENT, AUTHORIZATION &	SIGNATURE		
I hereby acknowledge that I am solely responsible for the investment instructions		and its represe	entatives
do not provide tax, legal or investment advice; that the Account is self-directed; a			
not responsible for and does not guarantee the products, services or performance harmless Forge Trust Co., its divisions, officers, employees, directors, representa	tives, owners, affiliates, successors, and assigns from	liability for an	ny adverse
consequences that may result from this investment. I hold harmless, protect and losses, damages, expenses and charges that the Custodian and Administrator m			
your signature below, you certify that the information and instructions provided, a			

correct.

I acknowledge that Forge Trust Co. may contact me for verbal confirmation of my investment instructions, which may cause delays if I cannot be reached at any of my phone number(s) on record. I hereby authorize the purchase of the asset listed above for my Forge Trust Co. account. I confirm that this purchase does not include any illegal or impermissible investments under South Dakota or Federal law, including, but not limited to, holdings of marijuana or other illegal substances, illegal gambling, or illegal artifacts.

Account Owner's Signature	Date (MM/DD/YYYY)
×	

Please sign and submit additional documents as required.

# **DELIVERY INSTRUCTIONS**

**Email** Fax RealEstateandNotes@ForgeTrust.com (650) 769-6280 Regular mail Forge Trust Co. PO Box 2048 San Francisco, CA 94126 Overnight mail Forge Trust Co. 4 Embarcadero Ctr, Floor 15 San Francisco, CA 94111