ForgeTrust

REAL ESTATE INVESTMENT CHECKLIST

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

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

☐ **REGISTRATION - The buyer must be the IRA and registered as:**

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

PO Box 2048, San Francisco, CA 94126

Tax ID 26-2627205

NOTE: All documents requiring a Forge Trust Co. signature must be first signed by the client as “read and approved.”

REAL ESTATE

Earnest money

☐ Purchase Contract or Preliminary Settlement Statement - in the reigstration noted above

Purchase / Closing

☐ Purchase Contract (without deposit)
☐ Estimated Closing Statement
☐ Preliminary title report
☐ Escrow package (if applicable)
☐ Loan package (if applicable)
☐ Proposed deed with “When Recorded Return To” address listed as noted above

Post-funding documents – Required within 90 days after closing (even if the IRA owns a fractional amount):

☐ Title Commitment
☐ Recorded Grant Deed

TAX LIEN

☐ Application for purchase

Post-funding documents – Required within 90 days from purchase

☐ Evidence of lien placement

Important Information:

Property Tax and all other expenses related to the Real Estate must be paid from the IRA account. Submit the Expense Payment Request Form and Invoice for payment. DO NOT PAY WITH PERSONAL FUNDS as this will cause a prohibited transaction in your account resulting in a taxable distribution to you which may cause additional penalties from the IRS.

Valuation Requirement: You are required to submit a valuation on your property at least annually. This will be used to calculate the value of your account on IRS Form 5498. You can provide this easily by logging into your account through the online secure portal.

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.

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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.

☐ Invoice My Fees: I elect to be invoiced any applicable fees to pay online, via credit card or ACH. If enrolled in automatic payments, no additional action is required; otherwise, I understand I will have 5 days to make a one-time payment. If payment is not received, and there is insufficient cash to satisfy the amount due, my request will be canceled.

Required fields are identified with an *

1. PERSONAL INFORMATION

Should Forge Trust Co. need to contact you in regards to this request, your preferred method of contact is:

☐ Email

☐ Primary Phone

First Name*	Middle Name	Last Name*
Account Number*	Social Security Number* Last 4 Digits Only	Date of Birth* (MM/DD/YYYY)
Phone* XXX-XXX-XXXX	Email* (Your personal email only)	

2. INVESTMENT INSTRUCTIONS

Prior to releasing your funds we may contact you at the phone number on record for verbal confirmation of these instructions.

Property Address (Street Address, City, State, Zip Code, County) *	Assessor Parcel Number (APN) *
	Ownership Percentage*

Contact Information

Title Company / Real Estate Professional *		Address*
Phone* XXX-XXX-XXXX	Fax Number (optional)	Email*

Purchase Information

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.

☐ Earnest Money Deposit: $ _____

☐ Purchase Price (As listed on the Purchase Contract) $ _____

Closing Date: _____

I authorize Forge Trust Co. to fund the final closing amount listed on the HUD/Settlement Statement.

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 by the investment sponsor to complete your investment transaction; confirm the documents required with the title company ahead of submitting documents to Forge Trust Co. Your investment request must contain all of the required documentation, and completed in full, signed "read and approved", 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

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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.

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:

◯ Regular Mail

◯ Overnight Mail (via FedEx)

Charge cost of overnight delivery to:

FedEx Account #: _____

If no account # is provided, it will be billed to your IRA account at cost.

Payee Name

Address (must not be a bank address)

City/State/Zip

5. PROHIBITED TRANSACTION QUESTIONNAIRE

1. Do you or any family member currently hold an interest in the property being purchased?	◯ Yes	◯ No

If yes:

How are you related to the family member? (Write “self” if yourself)	What is the percentage of ownership? %

2. Will you or any family member receive compensation for services rendered in completing this transaction?	◯ Yes	◯ No

If yes:

How are you related to the family member? (Write “self” if yourself)

3. Do you or any family member plan on living in or renting the property being purchased?	◯ Yes	◯ No

If yes:

How are you related to the family member? (Write “self” if yourself)	Please explain

4. Are you purchasing a % of the property member with personal funds or with a family member? (If purchasing the property with a disqualified person, the investment may not be eligible for financing)	◯ Yes	◯ No

If yes:

How are you related to the family member? (Write “self” if yourself)	Please explain

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5. 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 government-owned corporations, senior government officials, and members of the executive, legislative, administrative, military, and judicial branches of government.	◯ Yes	◯ No

If yes, please explain.

6. Additional comments and/or explanations:

6. ACKNOWLEDGMENT, AUTHORIZATION & SIGNATURE

I hereby acknowledge that I am solely responsible for the investment instructions I am making. You acknowledge that Forge Trust Co. and its representatives do not provide tax, legal or investment advice; that the Account is self-directed; and that you assume full responsibility for this investment. Forge Trust Co. is not responsible for and does not guarantee the products, services or performance of any self-directed investment. You release and agree to indemnify and hold harmless Forge Trust Co., its divisions, officers, employees, directors, representatives, owners, affiliates, successors, and assigns from liability for any adverse consequences that may result from this investment. I hold harmless, protect and indemnify the Custodian and Administrator from and against any and all liabilities, losses, damages, expenses and charges that the Custodian and Administrator may sustain or might sustain resulting directly or indirectly from my investment. By your signature below, you certify that the information and instructions provided, and the elections made by and through this investment authorization, are true and 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)
X	

Please sign and submit additional documents as required.

DELIVERY INSTRUCTIONS

Email
RealEstateandNotes@ForgeTrust.com

Fax
(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

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