

# MAKING A LOAN FROM YOUR IRA

## INSTRUCTIONS

### SUBMIT TO

#### EMAIL

investments@iraclub.org

#### MAIL

67 E. Madison St.  
Suite 1510  
Chicago, IL 60603

#### FAX

312-283-2615

### IMPORTANT REMEMINDERS

The loan is made by the IRA - not you.

The original notarized note must be provided to IRA Club to release funds.

Your IRA cannot lend to a disqualified person under IRS IRC 4975.

Payments on the loan should be sent directly to IRA Club to deposit to your account.

### QUESTIONS?

Monday - Friday  
9:00AM - 5:00PM CST

**T** 312-795-0988

**E** investments@iraclub.org

[www.iraclub.org](http://www.iraclub.org)

### VESTING ON PROMISSORY NOTE

- Lender Title:  
IRA Club FBO (Account Owner Name) IRA (Account Number)
- Lender's Address: PO Box A3535 Chicago, IL 60690
- Tax ID: 20-5332361

### PROCESSING NOTE

IRA Club will process your request within 3 business days. If your account does not have the funds available, the transaction will not be processed. Compliance review and processing cannot begin until all investment documentation has been submitted and determined in good order. It is encouraged to start this process at least one week prior. Next Day Closing Service is \$175 and paperwork must be submitted by 2PM CT.

### IF SECURED BY REAL PROPERTY

- IRA Club Real Estate Investment Direction Form (if earnest money is required)
- Original Notarized Note
- Ammortization Schedule (if not a balloon loan)
- Evidence of Collateral

### IF UNSECURED

- IRA Club Real Estate Investment Direction Form
- Original Notarized Note
- Ammortization Schedule (if not a balloon loan)

### IF BORROWER IS A BUSINESS ENTITY

- Entity certification documents from the secretary of state
- Evidence entity is in good standing

### COLLATERAL FOR REAL PROPERTY

- If the note is secured by a deed of trust or mortgage it must be recorded in the county where the real property is located
- A copy of the recorded deed of trust or mortgage must be sent to IRA Club

**1. ACCOUNT OWNER INFORMATION**

FULL NAME	IRA CLUB ACCOUNT NUMBER
LAST 4 OF SSN	PHONE NUMBER

**2. BORROWER INFORMATION**

BORROWER'S NAME	BORROWER'S SSN/TAX ID
BORROWER'S ADDRESS	CITY, STATE, ZIP
BORROWER'S EMAIL ADDRESS	BORROWER'S PHONE NUMBER

**3. LOAN INFORMATION**

LOAN AMOUNT \$	INTEREST RATE	MATURITY DATE
TOTAL NUMBER OF PAYMENTS	PAYMENT FREQUENCY	EXPECTED PAYMENT AMOUNT

**4. COLLATERAL INFORMATION**

REAL PROPERTY      VEHICLE TITLE      ENTITY SHARES      MOBILE HOME

MORTGAGE POOL      EQUIPMENT/UCC      OTHER: \_\_\_\_\_

**IF NOTE IS SECURED BY DEED OF TRUST OR MORTGAGE**

PROPERTY ADDRESS		
CITY, STATE, ZIP	COUNTY	LIEN POSITION

\*Please note: the deed of trust/mortgage must be recorded in the county where the real property is located. A copy of the recorded deed of trust/mortgage must be provided to IRA Club after closing. It is the account owner's responsibility to ensure the recorded copies are provided to IRA Club.

**WHO IS THE RESPONSIBLE PARTY FOR THE RECORDING/FILING OF THE DEED OF TRUST, MORTGAGE OR UCC?**

FIRM NAME
CONTACT NAME
PHONE NUMBER/EMAIL ADDRESS

**5. FUNDING INSTRUCTIONS**

SEND A WIRE TRANSFER (\$35)

BANK NAME	BANK PHONE NUMBER
NAME ON ACCOUNT	ACCOUNT HOLDER ADDRESS
ABA ROUTING NUMBER	ACCOUNT NUMBER

CHECK VIA REGULAR MAIL (\$15)       OVERNIGHT CHECK VIA FEDEX (\$15+COST)

PAYEE NAME
MAILING ADDRESS

**5. INVESTMENT PROCESSING FEES** are deducted from the account automatically. Complete this section if you wish to use a credit card.

CREDIT /DEBIT CARD NUMBER	EXPIRATION & CVV CODE	BILLING ZIP CODE
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**ACKNOWLEDGEMENTS AND SIGNATURE SECTION CONTINUED ON PAGE 3**

**6. ACKNOWLEDGEMENTS AND SIGNATURE OF ACCOUNT OWNER**

As the above captioned account owner, I represent and warrant to IRA Club the following:

1. I am the owner of the above captioned IRA account.
2. I am responsible for selecting and reviewing the investments for my IRA Club account.
3. IRA Club is not affiliated with the management, purchase or sale of investments selected.
4. IRA Club is not responsible for and does not provide investment advice, risk analysis, suitability, viability, or merit review of the IRA investments selected.
5. I warrant that I am not receiving any personal benefit from this investment.
6. I release, indemnify, and agree to hold harmless and defend IRA Club if my investment or sale of investment pursuant to my directions violates any federal law, state law or IRS regulation.
7. I have performed my own due diligence on this investment and hereby represent that IRA Club may hold title to this loan for the benefit of my IRA account.
8. I understand that IRA Club is not responsible nor is required to take legal action if my IRA investment should become default, frauded, bankrupt or endure other legal process.
9. I represent that the investment is not a prohibited transaction as defined in the Internal Revenue Code and that IRA Club will make no determination as to whether my investment is prohibited.
10. IRA Club account investments are not insured by the FDIC.
11. I understand that I must provide an appraisal of the loan for any taxable event.
12. I acknowledge that I will provide IRA Club with an annual fair market value of the loan investment.
13. I understand that I am responsible for ensuring that any document(s) relating to this investment are signed, recorded, genuine, legally enforceable, and/or sufficient to give rise to legal interest.
14. I now and forever, hold harmless IRA Club and its employees should the above named borrower refuse or be unable to honor any portion of the payment due on the above captioned loan.
15. I agree IRA Club cannot be held responsible for documents that were not provided for processing my direction of this investment.
16. I will actively pursue documents necessary so IRA Club may create a complete file for this investment.

SIGNATURE	PRINTED NAME	DATE SIGNED

**PLEASE NOTE:** IRA Club will complete an administrative review of investments. Documents and forms may be returned to you if they are not completed or signed. Sufficient funds must be available in the account to make the above captioned investment.

**QUESTIONS?** We are available via phone Monday-Friday between 9:00AM-5:00PM CST. Call 312-795-0988.