

# INVEST IN A PRIVATE ENTITY

## INSTRUCTIONS

### SUBMIT TO

#### EMAIL

investments@iraclub.org

#### MAIL

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

#### FAX

312-283-2615

### IMPORTANT REMINDEERS

The IRS does not allow IRAs to invest in S Corps

An IRA should not invest in an entity that is owned 50% or more by a disqualified person under IRS IRC Section 4975

If the account holder is part of management, the IRS may constitute it as a self-dealing prohibited transaction

### 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 DOCUMENTATION

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

### PROCESSING NOTE

IRA Club will process your request within 2-3 business days. If your account does not have the funds available, the transaction will not be processed.

If you would like us to review the investment prior to submitting the Investment Direction form, please send the supporting documents to investments@iraclub.org with the subject line "Please Review".

Next Day Processing Service is \$90 and paperwork must be submitted in good order by 2PM CT.

If supporting documentation is not submitted with the Investment Direction Form, the request will not be processed. Please submit all supporting documents at the same time.

If this is a subsequent investment in an entity that you already hold in your account, IRA Club may require additional supporting documentation in addition to the Investment Direction Form.

### DOCUMENTS REQUIRED

- IRA Club Private Entity Investment Direction Form
- Entity Certificate of Good Standing
- Tax ID Number (IRS Issued)
- PPM/Operating Agreement
- Subscription Agreement/Purchase Agreement (signed read and approved by you, the account owner)

NEXT BUSINESS DAY PROCESSING (\$90)

\*required supporting documentation must be submitted and received in good order

**1. ACCOUNT OWNER INFORMATION**

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

**2. ENTITY INFORMATION**

Purchase of New Units/Shares

Capital Call / Additional Purchase

|                              |                           |
|------------------------------|---------------------------|
| ENTITY NAME                  | ENTITY TYPE               |
| ENTITY CONTACT               | PHONE NUMBER              |
| ENTITY CONTACT EMAIL ADDRESS | FUNDING DEADLINE (IF ANY) |

**3. INVESTMENT INFORMATION**

|  |                                |
|--|--------------------------------|
| TOTAL AMOUNT TO INVEST \$                | NUMBER OF UNITS PURCHASING     |
| PERCENTAGE OF OWNERSHIP (AFTER PURCHASE) | PRICE PER UNIT/PRICE PER SHARE |

**4. DOCUMENT FORWARDING INSTRUCTIONS** \*Please note: IRA Club will execute documents within 7 days of funds released.

|                         |
|-------------------------|
| RECIPIENT EMAIL ADDRESS |
|-------------------------|

**5. PROHIBITED TRANSACTION QUESTIONNAIRE**

|  |  |
|--|--|
| Are you or any family member an officer, director, or employee of the entity?                      |  |
| Do you or any family member own more than 50% of the entity?                                       |  |
| Will you or any family member receive any personal gain (including compensation) from this entity? |  |

**6. FUNDING INSTRUCTIONS**

CHECK VIA REGULAR MAIL (\$15)

CHECK VIA FEDEX OVERNIGHT (\$50)

|                                   |
|-----------------------------------|
| MAKE CHECK PAYABLE TO             |
| MAILING ADDRESS, CITY, STATE, ZIP |

WIRE TRANSFER (\$35)

|                               |                        |
|-------------------------------|------------------------|
| CREDIT ACCOUNT NUMBER         | ABA ROUTING NUMBER     |
| CREDIT ACCOUNT NAME           | RECEIVING BANK NAME    |
| CREDIT ACCOUNT HOLDER ADDRESS | RECEIVING BANK ADDRESS |
| REFERENCE/MEMO                |                        |

**7. PROCESSING FEES** are automatically deducted from the account. If you wish to put the processing fee on a credit card, please complete the section below.

|                           |                       |                  |
|---------------------------|-----------------------|------------------|
| CREDIT /DEBIT CARD NUMBER | EXPIRATION & CVV CODE | BILLING ZIP CODE |
|---------------------------|-----------------------|------------------|

**ACKNOWLEDGEMENTS AND SIGNATURE SECTION CONTINUED ON PAGE 3**

**8. 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 investment for any taxable event.
12. I acknowledge that I will provide IRA Club with an annual fair market value of the 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 entity refuse or be unable to honor any portion of the payment due on the above captioned investment.
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.