



PO Box A3535
Chicago, IL 60690
www.iraclub.org
312-795-0988

HOW TO BUY REAL ESTATE WITH YOUR IRA

BUYER'S TITLE ON PURCHASE DOCUMENTS, DEED AND TITLE POLICY

Title: IRA Club FBO [Account Owner Name] IRA [Account Number] ___%

Owner'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 enough 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 to closing. Next Day Closing Service is \$175 and paperwork must be submitted by 2PM CT.

PRE-CLOSING CHECKLIST

- ✓ IRA Club Real Estate Investment Direction Form to send an earnest money deposit if applicable
- ✓ Purchase Contract (account owner signs as read and approved)

SUPPORTING DOCUMENTS FOR THE CLOSING DATE

- ✓ IRA Club Real Estate Investment Direction Form
- ✓ Proposed Copy of Conveyance Deed
- ✓ Title Commitment or Title Insurance
- ✓ Settlement Statement / HUD
- ✓ Escrow Instructions
- ✓ Loan Document (only if property is financed)

REQUIRED DOCUMENTS POST-CLOSING

Send to IRA Club:

- ✓ Original Recorded Deed
- ✓ Original Title Policy
- ✓ Copy of Liability Policy



IMPORTANT REMINDERS

- ✓ The investment is made by the IRA – not you
- ✓ If earnest money is required, the IRA must make the deposit
- ✓ Keep enough cash in the account for expenses and related fees
- ✓ Do not pay expenses outside of the IRA
- ✓ Complete an IRA Club Expense Request to pay all bills / invoices
- ✓ Personal use of the property is not allowed under the IRS IRC Section 4975
- ✓ A disqualified family member cannot live or rent the property
- ✓ Repairs must be done by a 3rd party – you may not put in any “sweat equity”
- ✓ Deposit rent and other related income generated from the property to the IRA account



PO Box A3535
Chicago, IL 60690
www.iraclub.org
312-795-0988

REAL ESTATE INVESTMENT DIRECTIONS

Use this form to provide IRA Club with instructions to make an investment from your IRA account. Please submit the supporting documents with this request so IRA Club may complete the compliance review.

1. ACCOUNT OWNER INFORMATION

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

2. INVESTMENT INFORMATION

MAKE A NEW CASH PURCHASE SEND AN EARNEST MONEY DEPOSIT

PROPERTY ADDRESS	COUNTY	
AMOUNT TO SEND \$	SHARE OF OWNERSHIP %	CLOSING DATE

3. CLOSING COMPANY INFORMATION

COMPANY NAME	PHONE NUMBER
AGENT'S NAME & EMAIL ADDRESS	

4. 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

Continued on next page.



PO Box A3535
 Chicago, IL 60690
www.iraclub.org
 312-795-0988

5. INVESTMENT PROCESSING FEES are deducted from the account automatically.

This asset is subject to a one-time buy fee of \$75 and an annual holding fee of \$165. If you wish to put the fees on a credit card, please complete the section below.

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

6. FINANCING INSTRUCTIONS (Complete if applicable.)

LENDER NAME	LOAN NUMBER
ADDRESS	PHONE NUMBER

7. ACKNOWLEDGEMENTS AND SIGNATURE

1. I acknowledge that I am the owner of the IRA account and I am solely responsible for selecting and reviewing the investments for my IRA.
2. I understand that IRA Club is not affiliated with the management or sale of the investments I select and does not review or provide advice on the risk or merit of the IRA investments I select.
3. I agree to release, indemnify and hold harmless IRA Club and its employees from any claims that may arise from investments I select.
4. I have taken time to perform due diligence on this investment and hereby represent that IRA Club may hold title to this property for the benefit of my IRA account.
5. 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 other legal process.
6. I understand that all real estate expenses (i.e. tax bills, insurance premiums, association payments, utility bills, repairs, improvements) must be paid from my IRA. Sufficient funds must be held in the IRA. If such funds are not available to pay an expense, I will be responsible for any penalty incurred. The IRA Club does not monitor expenses due for this real estate investment.
7. I represent that the investment is not a prohibited transaction as defined in the Internal Revenue Code.
8. I acknowledge that this investment is not insured by the FDIC.
9. I understand that I must provide an appraisal of the real estate for any request I make that may be a taxable event. I also acknowledge that I will provide IRA Club with an annual fair market value of my real estate investment.

SIGNATURE	DATE SIGNED