



DOCUMENTS REQUIRED PRIOR TO FUNDING

(LLCs and LPs)

This packet provides a checklist of the documents required prior to investing in a LLC or LP inside your Self-Directed IRA. Funding will be sent within 3 business days of receipt of ALL required documents.

Entrust documents to be completed and submitted:

- Buy Direction Letter (Complete: General Asset Information and Section C)
- Private Placement Disclaimer and Indemnity Agreement
- Acknowledgement Letter Signed by the LLC Manager or General Partner
- Wire Instructions Form (If applicable)

Supporting documents to be submitted:

All supporting documents must be initialed on every page as read and approved

- Operating Agreement or Partnership Agreement
- Subscription Agreement – If Applicable (Completed and Signed)

Before submitting documents to Entrust please ensure:

1. Your Self-Directed IRA with Entrust has been established
2. Your IRA has cleared funds available to make the investment
3. All investments have been titled in the name of your IRA:
Entrust Administration Services Inc FBO (Client Name) IRA #
4. All places containing investors address use:
1064 Greenwood Blvd, Suite 312, Lake Mary, FL 32746

***Entrust CANNOT close on any investment assigned from or titled in the name of a disqualified party, including yourself.**

All documents can be sent to Entrust:

By Mail to:	By Fax to:	By Email to:
Entrust Administration Services, Inc. 1064 Greenwood Blvd. Ste 312 Lake Mary, FL 32746	321-275-0475	documents@entrustfl.com



Buy Direction Letter

For office use only

Note – Indicate whether this direction letter:

- is the original supersedes the direction letter sent on date: _____/time: _____
 is the original faxed on this date _____ / time: _____ to FAX number _____

If you will be using funds from other accounts and/or qualified plans administered by us, please use separate Buy Direction Letters for each IRA and/or qualified plan. You may photocopy this form for this use.

Administrator: _____

The name of the company that performs record keeping and administration of your plan on behalf of custodian named in the account application.

Form Instructions:

1. Please complete General Asset Information section.
2. Locate your asset type within this document and complete that section.
3. Sign and date this form, and return the original signed copy to your local Entrust office.
4. Maintain a copy for your records.

General Asset Information

1. Name (as it appears on your account application)	2. Account number	3. Account Type

4. Escrow/Title Co./Attorney(s) Entity(ies) responsible for closing the transaction between account and the Seller. If multiple entities, please include all names. Include contact names, phone and fax numbers.

I hereby authorize and direct the administrator and/or custodian to BUY the following asset for my account:

5. Asset name, description or property address. Describe the asset here. Provide the full physical address which appears on the current deed or tax records (if purchasing real estate, notes) or the name that the seller provides in a prospectus or offering. If stocks, bonds, or other securities, please include the CUSIP or ticker symbol.

6. Transaction fees to be paid by: All fees due at time of transaction. If no indication is made, fees will be deducted from your uninvested cash balance if available.

Choose One: <input type="checkbox"/> Your Account <input type="checkbox"/> Check	<input type="checkbox"/> Credit Card Card Type: _____ Card Number: _____
	Exact Name on Card: _____ Security Code: _____ Expiry Date: _____
	Signature: _____

7. Delivery instructions. Please provide complete delivery instructions for your payment, including name, address, city, state and zip. Incomplete instructions will delay payment for your asset, or misdirect funds. Such instructions are supplied by the seller of the asset.

Choose One Wire (Please complete wiring instructions) Make check payable to Payee/Seller _____

Payee/Seller Mailing Address _____ City _____ State _____ Zip _____

A. Real Estate Complete this section if purchasing real estate

A1. A.P.N #/legal description: If used, must agree with documents we will sign on your accounts behalf. Please attach legal description, if needed.	A2. Total purchase price (contract price) The total purchase amount of the property minus settlement and other charges. If this changes, please send in addendum to update this information. Additional Settlement Charges may be listed on Escrow Instructions.	A3. Deposit amount (Funded by the Administrator to Escrow) The amount you would like us to fund into an escrow account for the purchase of this property. This amount will appear on your settlement statement. Do not fund escrow from personal funds, as this may be a disqualifying event.
		\$ _____

A4. Percentage of ownership % Percentage for this account. **A5. Is the property to be mortgaged?** YES NO If YES, complete a Payment Authorization.

B. Notes Complete this section if making a note purchase

I hereby authorize and direct the administrator and/or custodian to BUY the following asset for my account:

- Buy existing note Create new note Carry back from a real estate sale Unsecured note
 Note secured by _____

B1. Borrower(s) name(s) If more than one borrower, include all names.	B2. Borrower's address Address where payment coupons/borrower notices are sent.
B3. Telephone no. Borrower's telephone number	B4. Social security number of payor Payor's S.S.N. for Mortgage Interest (1098 Purposes)

Buy Direction Letter

B5. Property address *If this note is secured by a piece of property, please provide the physical address which appears on the current deed or tax records.*

B6. Your percentage of ownership of this note

%

B7. Purchase price

B8. Note amount

Face amount of note.

\$

B9. Principal balance *For existing note:*

\$

B10. Frequency

Monthly Annually Interest Only

Amortized Other

B11. Interest Rate

B12. Payment amount

B13. Maturity date *Including extensions*

B14. Name, address and phone number of loan servicer (check if none):

B15. Administrator MUST be in receipt of the original note prior to funding.

C. Special Instructions

D. General Buy Direction Authorization - Complete this section if purchasing assets other than real estate or notes

D1. Quantity *(Number of shares, units, etc.)*

D2. Price *(Per number of shares, units, etc.)*

D3. Total purchase price *(Quantity times price)*

\$

\$

E. Prior to funding, all transaction documents must be notated "read and approved" with your signature and date. *(For example, subscription documents, real estate closing documents, promissory notes.)*

I understand that my account is self-directed and that the Administrator and Custodian named in the disclosure statement received when the account was established will not review the merits, legitimacy, appropriateness and/or suitability of any investment in general, including, but not limited to, any investigation and/or due diligence prior to making any investment, or in connection with my account in particular. I acknowledge that I have not requested that the Administrator and/or Custodian provide, and the Administrator and/or Custodian have not provided, any advice with respect to the investment directive set forth in this Buy Direction Letter. I understand that it is my responsibility to conduct all due diligence, including, but not limited to, search concerning the validity of title, and all other investigation that a reasonably prudent investor would undertake prior to making any investment. I understand that neither the Administrator nor the Custodian determine whether this investment is acceptable under the Employee Retirement Income Securities Act (ERISA), the Internal Revenue Code (IRC), or any applicable federal, state, or local laws, including securities laws. I understand that it is my responsibility to review any investments to ensure compliance with these requirements.

I understand that neither the Administrator nor the Custodian is a "fiduciary" for my account and/or my investment as such terms are defined in the IRC, ERISA, and/or any applicable federal, state or local laws. I agree to release, indemnify, defend and hold the Administrator and/or Custodian harmless from any claims, including, but not limited to, actions, liabilities, losses, penalties, fines and/or claims by others, arising out of this Buy Direction Letter and/or this investment, including, but not limited to, claims that an investment is not prudent, proper, diversified or otherwise in compliance with ERISA, the IRC and/or any other applicable federal, state or local laws. In the event of claims by others related to my account and/or investment wherein Administrator and/or Custodian are named as a party, Administrator and/or Custodian shall have the full and unequivocal right at their sole discretion to select their own attorneys to represent them in such litigation and deduct from my account any amounts to pay for any costs and expenses, including, but not limited to, all attorneys' fees, and costs and internal costs (collectively "Litigation Costs"), incurred by Administrator and/or Custodian in the defense of such claims and/or litigation. If there are insufficient funds in my account to cover the Litigation Costs incurred by Administrator and/or Custodian, on demand by Administrator and/or Custodian, I will promptly reimburse Administrator and/or Custodian the outstanding balance of the Litigation Costs. If I fail to promptly reimburse the Litigation Costs, Administrator and/or Custodian shall have the full and unequivocal right to freeze my assets, liquidate my assets, and/or initiate legal action in order to obtain full reimbursement of the Litigation Costs. I also understand and agree that the Administrator and/or Custodian will not be responsible to take any action should there be any default with regard to this investment.

I am directing you to complete this transaction as specified above. I confirm that the decision to buy this asset is in accordance with the rules of my account, and I agree to hold harmless and without liability the Administrator and/or Custodian of my account under the foregoing hold harmless provision. I understand that no one at Administrator and/or Custodian has authority to agree to anything different than my foregoing understandings of Administrator's and/or Custodian's policy. If any provision of this Buy Direction Letter is found to be illegal, invalid, void or unenforceable, such provision shall be severed and such illegality or invalidity shall not affect the remaining provisions, which shall remain in full force and effect. For purposes of this Buy-Direction Letter, the terms Administrator and Custodian include The Entrust Group, its agents, assigns, joint ventures, licensees, franchises, affiliates and/or business partners. I declare that I have examined this document, including accompanying information, and to the best of my knowledge and belief, it is true, correct and complete.

Signature: _____

Date: _____

Please read the disclosure above the signature line before signing and dating.

THE ENTRUST GROUP
Private Placement
Disclaimer and Indemnity Agreement

Client Name: _____
Account Number: _____
Entity Name: _____

Please complete the following information:

- a) Within the above named entity I personally am (check one):
- { } Manager, managing member or partner, officer, director, trustee or a person with similar duties
 - { } Member, shareholder, partner or beneficiary (with no management duties)
 - { } None of the Above
- b) My IRA combined with all other disqualified persons will own a minority interest of the above named entity upon funding this transaction. (circle one)
- Yes No

This Disclaimer and Indemnity Agreement will confirm our mutual understanding and agreement regarding your proposed investment in the above named entity. Please sign this agreement and return it to us.

- 1) You understand and agree that Entrust does not approve investments or actions you personally take or direct Entrust to take on behalf for your IRA account. Entrust is strictly a neutral administrator of your IRA account's assets.
- 2) You understand and agree that Entrust does not review and approve the subscription agreement, operating agreement, by-laws, limited or general partnership agreement, or any other similar agreement regarding the purchase or operation of the entity you want your IRA account to invest in. You are solely responsible for making sure that the entity was not formed or will not operate in a way that does or may lead to a prohibited transaction under Internal Revenue Code Section 4975.
- 3) You understand and agree that if the entity your IRA account is investing in becomes a disqualified person on funding (this may occur, for example, when your IRA and other disqualified persons, including you personally, own more than 50% of the entity), any future mandatory capital calls may be considered to be a prohibited transaction under Internal Revenue Code Section 4975. Therefore, you indemnify and hold harmless Entrust, its officers, directors, shareholders and employees against any liability associated with funding a capital call which is or may be a prohibited transaction.
- 4) You understand and agree that Entrust has given you no tax advice regarding the possibility that your IRA account may be subject to Unrelated Business Income Tax (UBIT) as a result of its investment in the entity. If your IRA account owes UBIT on its profits from the entity, you agree to prepare or cause to be prepared IRS Form 990T for filing. You understand and agree that any UBIT owed must come from funds belonging to the IRA account, and you indemnify and hold harmless Entrust, its officers, directors, shareholders and employees against any liability associated with a failure to prepare IRS Form 990T and pay any resulting UBIT due from funds belonging to the IRA account.
- 5) You represent that if you are now or will be subject to required minimum distributions during the term of the investment, you have verified that the entity your IRA account is investing in has a plan for distributions which are sufficient to cover your required minimum distributions, or you have other IRA accounts from which you intend to take your required minimum

distributions, or you have left sufficient cash in your IRA account to cover any anticipated required minimum distributions.

- 6) You represent that you have done your own due diligence on the entity you want your IRA account to invest in.
- 7) You understand and agree that Entrust makes no attempt to evaluate the entity you want your IRA account to invest in. For example, Entrust makes no attempt to check the financial strength of the entity, nor do we check with the Secretary of State to see if the entity is in good standing, nor do we check with the Securities and Exchange Commission, the Better Business Bureau or any other governmental or non-governmental agency to see if any complaints have been filed against the entity. You, as the IRA account owner, are 100% responsible for evaluating the entity, its operations and the investment potential of the entity.
- 8) You understand and agree that neither Entrust nor any of its officers, directors, shareholders or employees are associated in any way with the entity you want your IRA account to invest in. Neither Entrust nor any of its officers, directors, shareholders or employees have given you any investment, legal or tax advice pertaining to this investment.
- 9) You understand and agree that if the plan asset regulations apply, the entity is disregarded for purposes of the prohibited transaction rules of 4975. You represent that you either understand the plan asset regulations and Interpretive Bulletin 75-2 or that you have sought competent legal counsel prior to making an investment decision.
- 10) You agree to indemnify and hold harmless Entrust, its officers, directors, shareholders and employees against any liability associated with your IRA account's investment in the company.
- 11) You agree and understand that Entrust is required to report the fair market value of the IRA to the Internal Revenue Service each year. You agree to obtain a fair market value for the IRA's investment in the entity as of December 31 each year and report this information to Entrust on a form approved by Entrust no later than January 15 of the following year. You understand and agree that Entrust is entitled to rely on the valuation provided by you for reporting purposes and shall bear no responsibility as to the accuracy of the information provided. You understand and agree that until a different valuation is reported to Entrust, the value of the investment in the entity will be reported based on the IRA's total investment in the entity. You understand and agree that if you fail to provide a fair market value to Entrust as required, Entrust may withdraw as administrator of your account and distribute the asset to you or to a successor custodian.

If this meets with your approval, please sign below to indicate your agreement and return it to me by fax, with the original being followed up by mail.

Thank you for your cooperation. We look forward to continuing to serve your retirement account needs.

Accepted, Understood and Agreed to:

Accepted:

Client Signature

Entrust Authorized Agent Signature

Date

Date



Wiring Instructions Form

*Please complete this form for all outgoing wires from your self-directed IRA account.
Mail it to the administrator specified below. This is a fill in PDF form. You can complete this form using Adobe Acrobat reader.*

1. Administrator name

2. Your name as it appears on your account:

3. Account number

4. Bank name

5. Bank routing number

6. Bank address

7. Account holder name/Name of bank account

8. Account number

9. Address of account holder

10. Signature

PLEASE MAIL THIS FORM TO YOUR ENTRUST OFFICE.

Signature _____ Date _____

Contact information:

*****THIS FORM IS TO BE COMPLETED BY *****
*****THE MANAGING MEMBER/GENERAL PARTNER*****



LLC & LP Acknowledgement Letter

LLC's or LP's Address

RE: _____
(IRA holder's name)

Entrust Administration Services, Inc. has received instructions from the above referenced IRA holder concerning an investment in _____
(Name of LLC or LP)

As this asset is to be held within an Individual Retirement Account, the following instructions must be followed to ensure compliance with both IRS requirements and Entrust Administration Services, Inc. policy. *Please initial all items in the spaces provided showing your intent to comply.*

_____ Registration is to be:

Entrust Administration Services, Inc. FBO _____ IRA
1064 Greenwood Blvd, Suite 312 (Client Name)
Lake Mary, FL 32746

Taxpayer Identification Number: 27-0063496

_____ Certificates and/or proof of ownership (showing proper vesting) are to be held by Entrust Administration Services, Inc.

_____ All payments, income, distributions, and/or payoffs for this holding must be sent to Entrust Administration Services, Inc. Under the Internal Revenue code, it is never acceptable to send funds directly to an IRA holder (or and IRA holder's nominee). Should that happen, you agree to indemnify Entrust Administration Services, Inc. against any and all liability concerning IRS compliance.

_____ If an IRA holder has any questions concerning the IRA (such as, but not limited to, payments, distributions, or fees), you agree to inform the IRA holder to contact Entrust Administration Services, Inc. directly. Under no circumstances will third party inquiries be answered.

_____ You agree to provide Entrust Administration Services, Inc. with a fair market value (as defined in IRS Publication 590) by January 15th of each year.

_____ You agree to honor all written instructions from Entrust Administration Services, Inc. concerning changes in asset registration.

_____ You understand and agree that there may be no capital calls concerning this investment and that the IRA holder's risk is limited to the actual investment.

_____ You agree to make potential investors aware that investments in Limited Partnerships or Limited Liability Companies may generate Unrelated Business Taxable Income, which is the responsibility of the IRA holder.

_____ You agree, as part of your Investor Suitability Process to determine if an IRA holder may be subject to Required Minimum Distributions and to have a written plan to deal with annual RMD payments.

_____ You agree to inform the IRA holder that you have referred Entrust Administration Services, Inc. as an accommodation and that Entrust Administration Services, Inc. neither endorses your product, nor has received consideration.

_____ You agree to provide potential investors with Subscription Documents (or alternately, with Private Placement Memorandums or any offering documents, as may be applicable). The Subscription Document must be signed off as "Read and Approved" by the IRA holder prior to receipt by Entrust Administration Services, Inc. Until Entrust Administration Services, Inc. receives and reviews such documents, no decision will be made concerning whether an Entrust Administration Services, Inc. account holder may hold such an investment based on our understanding of Internal Revenue Code Section 4975.

_____ You agree to inform Entrust Administration Services, Inc. promptly of any change in address, telephone number, or company status (such as bankruptcy filings, regulatory agency investigations or litigation.)

Name of Investment

Printed Name of General Partner, Managing Member or Authorized Representative

Signature of GP, Managing Member or Rep

Date