



# 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 REMINDERS

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 IRC Section 4975

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

## DOCUMENTATION BASICS

- The IRA is the **Subscriber, Buyer, Investor:**  
IRA Club FBO (Account Owner Name) IRA (Account Number)
- Investor's Address: PO Box A3535 Chicago, IL 60690
- Tax ID: 20-5332361
- "Read & Approved" Signature Line for Account Owner
- Countersignature Line for IRA Club Trust Officer

## PROCESSING NOTES

IRA Club generally processes entity investments within 3 business days. If you would like us to review the documentation 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 2 PM CT.

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.

An authorized signor at IRA Club countersigns the subscription agreement and any operating agreement on behalf of the IRA account. Enter in the number of shares and total purchase amount. The investor on the Subscription Agreement is for an "Entity" unless there is a specific section for "Retirement Plans". Do not use your SSN. Once the investment funds, IRA Club will forward copies to the appropriate contact(s) and provide you a copy via email.

## 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)

