



# Private Equity Investment Notification: Checklist

\* Only applicable if not previously provided.

## REQUIRED DOCUMENTS

### ALL PRIVATE EQUITY INVESTMENTS:

- Pacific Premier Trust Private Equity Investment Notification Form\*
- Certificate of Good Standing

## ADDITIONAL DOCUMENTS REQUIRED BY ENTITY TYPE

### FOR LLC, LP OR CORPORATE STOCK:

- Articles of Incorporation/Organization
- Operating Agreement/LP Agreement/Bylaws
- Offering Materials (e.g. PPM, Prospectus, Offering Memorandum)

### FOR REITs:

- Offering Materials

### FOR OFFSHORE INVESTMENTS:

- Available company documents (can be many variations)

## ADDITIONAL REQUIREMENTS APPLICABLE BY ENTITY TYPE:

- Subscription Agreement (fully completed and signed by investor)
- Proposed Convertible Note/Simple Agreement for Future Equity (SAFE)

**Note:** "Confirmation of Receipt" is required for every investment to confirm the asset is registered in the correct name and amount of shares or equity.



Private Equity Investment Notification

IMPORTANT INFORMATION

To be completed/executed by the investment sponsor. Please complete all information requested. Any missing or incomplete information may result in processing delays.

\* Indicates required information.

1 INVESTMENT OFFERING INFORMATION

FULL NAME OF OFFERING FIRM\*

INVESTMENT NAME\*

COMPANY CONTACT

CONTACT NAME (FIRST, MI, LAST)\*

MAILING ADDRESS\*

CITY\* STATE/PROVINCE\* COUNTRY\* POSTAL CODE\*

PRIMARY PHONE NO.\* FAX NO.\*

EMAIL ADDRESS\*

PRIVATE EQUITY TYPE (Required to select type)

- Limited Partnership, Limited Liability Company, REIT, Offshore Investment, Common Stock, Preferred Stock, Convertible Note, SAFE Agreement

2 PRICING INFORMATION

VALUATION/PRICE (Required for all issuances, select only one)

Price per Share/Unit is: \$ \_\_\_\_\_

Values are reported indicating the investor/capital account balance.

PRICE FREQUENCY (Required to select only one)

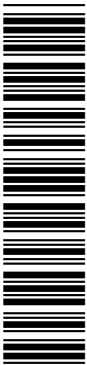
- Annual, Quarterly, Monthly

3 PACIFIC PREMIER TRUST ADMINISTRATIVE REQUIREMENT FOR INVESTMENTS

The General Partner, Managing Member, Fund Manager, Corporate Officer or other authorized individual must read the administrative requirements and acknowledge by signing below.

Prior to accepting an investment, Pacific Premier Trust requires that the investment issuer review and acknowledge the following information:

- 1. Pacific Premier Trust clients' interests in the asset will be registered to Pacific Premier Trust for the benefit of the applicable client account(s).
2. An investor's liability is limited to his or her cash investment (including amounts subscribed for but not yet paid).
3. The Issuer agrees that all cash or in-kind distributions associated with the investment made by Pacific Premier Trust Account Owners will be sent directly to Pacific Premier Trust in a timely manner for crediting to the appropriate Pacific Premier Trust account and reported under the tax



identification number of the custodian or its nominee. Under no circumstances shall they go directly to the Account Owner. In the event that a distribution/dividend paid in-kind is not considered administratively feasible, the Account Owner may be required to remove the asset from his or her Pacific Premier Trust account by transfer or distribution. In such case, the Issuer agrees to re-register the asset(s) to the client individually under his or her own SSN at Pacific Premier Trust's direction. The investment offering purchase payments are issued in US dollars to a US bank. Dividend and sales proceeds will be issued in US dollars.


4. With respect to retirement plan investors, the Issuer will provide Pacific Premier Trust with an updated fair market value of the investment listed on this form at least annually.
5. All investment information and documentation including, but not limited to, offering materials, partnership agreements, subscription agreements, Schedule K-1s and UBTI information (if applicable) will be sent directly to investors' home addresses and not to Pacific Premier Trust.
6. The Issuer is familiar with the rules regarding accepting investments from retirement plan investors (e.g. prohibited transactions, Plan Assets rule, unrelated business taxable income, etc.), and acknowledge that it will be responsible for compliance with all such rules to the extent they apply to the Issuer, Sponsor or any affiliate.
7. The Issuer agrees to inform Pacific Premier Trust and the investors promptly of the following: any change of address or other contact information; any significant change in the investment's legal structure; if the investment or the Issuer becomes insolvent, is dissolved, files bankruptcy, goes into receivership, or of material pending litigation against the investment or Issuer seeking damages greater than \$1,000,000.
8. The Issuer agrees that Pacific Premier Trust and its related entities do not perform any type of due diligence determination for any investment, and that any review of offering materials is purely to determine the administrative characteristics of the asset. Its signature on any subscription documents should not be construed as a comment on investor suitability, investor accreditation or as a recommendation of the offering to the investor.
9. The Issuer acknowledges that Pacific Premier Trust and its related entities do not act as an independent fiduciary as defined by 29 CFR 2510.3-21(C)(1).
10. The Issuer agrees that Pacific Premier Trust and its related entities are not related to or affiliated with the management or selling agent(s) of the investment(s) purchased within Pacific Premier Trust clients' accounts, and that it does not comment in the merits of any offering. Issuer agrees to not make any representations to the contrary to investors, potential investors or their representatives.
11. The Issuer agrees to not use Pacific Premier Trust's name in advertising, print or web-based material, or any other form of communication without the express written consent of Pacific Premier Trust.
12. With respect to educational materials developed by Pacific Premier Trust, Issuer acknowledges that it will not modify any such material without express written consent of Pacific Premier Trust.
13. The Issuer is familiar with SEC Rules 504, 505, 506, and acknowledge that it will be responsible for ensuring compliance with those SEC Rules. Issuer further acknowledges that Pacific Premier Trust will not be responsible for monitoring compliance.

**Additional Requirements Applicable to Offshore Funds**

14. The investment offering is not a Foreign Sales Corporation (FSC) or a Certificate of Deposit/Time Deposit issued by a financial institution domiciled outside of the United States.
15. Pacific Premier Trust shall direct all purchase and liquidation instructions as well as all questions concerning valuation of the investment offering to the company's Investment Advisor or Fund Manager located in the United States.

**4 SIGNATURE**

**By signing below, I agree that the information included on this form is true and factual, and agree to and acknowledge the Administrative Requirements.**

 AUTHORIZED SIGNATURE*	DATE*
PRINTED NAME*	TITLE*
FULL NAME OF OFFERING*	

Pacific Premier Trust performs the duties of an independent custodian of assets for self-directed individual and business retirement accounts and does not provide investment advice, sell investments or offer any tax or legal advice. Clients or potential clients are advised to perform their own due diligence in choosing any investment opportunity as well as selecting any professional to assist them with an investment opportunity.

<p><b>Upload forms to:</b>  <a href="http://www.PacificPremierTrust.com/upload">www.PacificPremierTrust.com/upload</a></p> <p><b>Fax to:</b> 303-614-7051</p>	<p><b>Send mail to:</b>          Pacific Premier Trust          Processing Center          P.O. Box 173859          Denver, CO 80217-3859</p>	<p><b>For express deliveries:</b>          Pacific Premier Trust          Processing Center          1560 Broadway, Suite 400          Denver, CO 80202-3308</p>	<p><b>Questions?</b>          Call 800-962-4238</p>
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**NON-DEPOSIT INVESTMENT PRODUCTS ARE NOT INSURED BY THE FDIC; ARE NOT DEPOSITS OR OTHER OBLIGATIONS OF, OR GUARANTEED BY, THE BANK OR ANY OF ITS DIVISIONS; AND ARE SUBJECT TO INVESTMENT RISKS, INCLUDING POSSIBLE LOSS OF THE PRINCIPAL AMOUNT INVESTED.**