

Note Investment Removal Request

Use this form to update Columbia Private Trust on the status of your note investment, including if it has reached or exceeded the last known maturity date. By keeping us informed about the status of your note investment and valuation, you'll avoid unexpected distributions resulting in a potential taxable event.

1. ACCOUNT OWNER INFORMATION

ACCOUNT OWNER NAME (FIRST, MI, LAST)	COLUMBIA PRIVATE TRUST ACCOUNT NO.
BORROWER NAME	LOAN/CUSIP NUMBER

2. NOTE MODIFICATION INFORMATION

Select one of the options below that best fits your note status:

My note has been paid off.

Payoff Date: ____ / ____ / ____

Payoff Amount: \$ _____

Foreclosure

Please provide the recorded trustee's deed upon sale or equivalent document.

New note was created, and/or the loan has been refinanced, or has been exchanged for another note.

If exchanged: Date of exchange: ____ / ____ / ____

In all cases, please provide documentation of new investment and complete a Promissory Note Investment Authorization Form, which can be found at ColumbiaPrivateTrust.com/Forms.

Please remove the note from my account because the borrower cannot repay due to one of the reasons below:

Bankruptcy

Financial hardship

Death

Dissolution of borrowing entity

Note is secured by real estate or other collateral. (Please provide evidence that the lien has been released).

Other (reason required): _____

Please provide supporting documentation related to the status of the borrower (bankruptcy documents, death certificate (if borrower is deceased), letter from borrower, dissolution documents, status from secretary of state, etc).

If note was secured by property or other collateral, release of lien has been or will be filed (check one):

Yes

No

Not Applicable

SIGNATURE REQUIRED ON NEXT PAGE



3. SIGNATURE

By signing below, I agree that a.) I have exhausted all efforts to collect, and b.) I will not receive any payments directly, and c.) I will not pursue any further repayment and will report any funds received to Columbia Private Trust and the IRS. I agree to release, indemnify, defend, and hold Columbia Private Trust and its related entities harmless from any claims arising out of this Note Removal Request including any damages, fees, costs or expenses arising therefrom.

	CLIENT SIGNATURE	DATE
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Please return this form along with any supporting documentation to Columbia Private Trust's Real Estate and Notes Department at ColumbiaPrivateTrust.com/Upload, or via fax to 303.614.7036.

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Upload forms to:
ColumbiaPrivateTrust.com/Upload
Fax to: 303.614.7086

Send mail to:
Columbia Private Trust
Processing Center
P.O. Box 981012
Boston, MA 02298

For express deliveries:
FIS-Remittance Processing
Loading Dock #2
Attn: Columbia Private Trust
10 Dan Road
Canton, MA 02021

Questions?
Call 800.962.4238

