



Solo(k) Real Estate Investment Authorization Checklist

IMPORTANT REMINDERS:

Please supply all documents listed on the Real Estate Investment Authorization to Pacific Premier Trust. Sending incomplete documents will only delay the review and funding process. Please make sure to include sufficient funds to cover your investment, minimum cash requirement and transaction fees.

To Make An Initial Earnest Money Deposit:

Fully complete, sign and dated the Solo(k) Real Estate Investment Authorization Form

Purchase contract in the name of Pacific Premier Trust Custodian FBO (Plan Name) FBO (Client Name) Solo(k), signed "Read & Approved" on each page by the Account Owner

Earnest Money Deposit Request (see page 6 of this form)

For Closing:

Fully completed, signed and dated Solo(k) Real Estate Investment Authorization Form

Proposed copy of Conveyance Deed. The owner's name on the Deed should read: Pacific Premier Trust Custodian FBO (Plan Name) FBO (Client name), Solo(k).

For owner's address, please use:

PO Box 173859, Denver CO 80217

Preliminary Owner's Title Report (must be within 90 days). The proposed insured should read: Pacific Premier Trust Custodian FBO (Plan Name) FBO (Client Name), Solo(k).

Settlement Statement (signed by the Account Owner)

Escrow Instructions (if applicable). Account Owner must sign each document as "Read & Approved"

Property Management Agreement (NOTE: You do not need to use Pacific Premier Trust's Property Management Agreement Form if you are providing your own Property Management Agreement)

For a transfer or rollover of real estate from another custodian, also provide the existing Deed and Title Policy (owners)

Loan Documents (if applicable)*

** If you obtain financing, it must be non-recourse to the account, with no personal guarantee by the account holder. Financing may require you (the account holder) to report Unrelated Debt Financed Income (UDFI) on Form 990T. You will want to talk to your CPA or tax professional that is familiar with this form to assist you.*



Solo(k) Real Estate Investment Authorization

NOTE: All real estate investments are subject to an administrative review by Pacific Premier Trust.

1 ADMINISTRATIVE INFORMATION

As buyer, the Conveyance Deed and Title Policy should read "Pacific Premier Trust Custodian FBO _____
(plan name) FBO _____ (Client Name) Solo(k) _____ %"

Provide the following for review:

- Complete and sign this form
- Settlement Statement (signed by Account Owner)
- Owner's Title Report (preliminary and must be within 90 days)
- Copy of the Conveyance Deed (proposed)
- Contract or Purchase Agreement (signed by the Account Owner)
- Escrow Instructions (if applicable, Account Owner must sign each document as "Read & Approved")
- Property Management Agreement
- Transfer or Rollover real estate from another custodian, also provide the existing Deed and Title Policy (owners)
- Earnest Money Deposit Instructions (if applicable)

If the Account Owner has arranged financing for his/her retirement plan to purchase this property, please provide Promissory Note (non-recourse note only), Deed of Trust/Mortgage and an Amortization Schedule (Payment Schedule). All documents should be drawn up in the name of the plan and signed by the Account Owner as "Read & Approved." Copies of the recorded Deed should be forwarded to Pacific Premier Trust after the investment is funded. A special services fee may apply if documents are not received.

The Account Owner is responsible for obtaining copies of the recorded documents for their records.

2 ACCOUNT OWNER INFORMATION

ACCOUNT OWNER NAME (FIRST, MI, LAST)*	PACIFIC PREMIER TRUST ACCOUNT NO.
---------------------------------------	-----------------------------------

I authorize and direct Pacific Premier Trust to: *(please choose one)*

Purchase Transfer or Rollover Exchange Make an Earnest Money Deposit

CHECK THE APPROPRIATE BOX BELOW: *(please choose one)*

Please complete the Financing Instructions section on Page 3.

All cash purchases of \$ _____ from Account Number: _____
plus closing costs to be determined.

If held across multiple accounts:

ACCOUNT NUMBER	AMOUNT \$
ACCOUNT NUMBER	AMOUNT \$
ACCOUNT NUMBER	AMOUNT \$

Closing Date:

Financed purchase with a down payment of \$ _____ and I authorize Pacific Premier Trust to sign a Promissory Note and Deed of Trust/Mortgage to:

Lender Name _____ in the amount of \$ _____

Transfer/Rollover property from an existing retirement plan with a current value of \$ _____



3 PROPERTY INFORMATION

STREET ADDRESS

CITY	COUNTY	STATE/PROVINCE	POSTAL CODE
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PROPERTY PARCEL NO. OR APN	PERCENTAGE OF OWNERSHIP %	PACIFIC PREMIER TRUST ASSET ID (IF KNOWN)
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4 CLOSING AGENT

PAYEE NAME	PHONE NO.
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STREET ADDRESS

CITY	STATE	POSTAL CODE
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5 FUNDING INSTRUCTIONS (SELECT ONE)

Check:

PAYEE NAME

MAILING ADDRESS

CITY	STATE/PROVINCE	COUNTRY	POSTAL CODE
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Wire:

- Please provide wire instructions below. Submitting incomplete information or attaching instructions separately will delay funding, as additional verification will be needed.

BANK NAME	ABA NO.
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BANK ACCOUNT NAME	BANK ACCOUNT NO.
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REFERENCE

6 FINANCING INSTRUCTIONS (SELECT ONE)

The Property Manager will make the note payments.

I instruct Pacific Premier Trust to issue a monthly payment of \$ _____ to be paid on _____ (date).

LENDER NAME	LOAN NO.
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STREET ADDRESS

CITY	STATE/PROVINCE	PHONE NO.	POSTAL CODE
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7 DIRECTIONS FOR RETURNING EXECUTED DOCUMENTS

Please send documents via (check all that apply)*:

Email: _____

Fax: _____

Regular mail to address above

Express mail delivery to address above, and:

Charge my Pacific Premier Trust account for an overnight fee

Use a Third Party's Billing Account No.: _____

FedEx

UPS

Other: _____

Use the enclosed prepaid UPS/FedEx Label

****If no option is selected, the default will be to overnight at the client's expense. Please refer to your fee schedule for details.***

ACKNOWLEDGMENT & SIGNATURE REQUIRED ON NEXT PAGE

8 ACKNOWLEDGEMENT & SIGNATURE

1. I understand that I am responsible, and Pacific Premier Trust and its related entities are not responsible, for selecting and reviewing the above investment and for determining the suitability, nature, value, risk, safety and merits of the investment that I authorize Pacific Premier Trust to make for my Account.
2. I understand that Pacific Premier Trust is not related to or affiliated with the management or selling agent(s) of the investment(s) that I have directed Pacific Premier Trust to purchase for my account. I acknowledge that Pacific Premier Trust has not reviewed, recommended or commented on the investment merits, risks, suitability or management of the asset(s) I have selected and I authorize Pacific Premier Trust to process this transaction. I therefore agree to release, indemnify, defend, and hold Pacific Premier Trust and its related entities harmless from any claims arising out of making such investment. I also understand and agree that Pacific Premier Trust and its related entities will not be responsible to take any action should the investment noted herein become subject to default, including fraud, insolvency, bankruptcy, or other court order or legal process.
3. I agree that any dispute regarding this investment shall be submitted to binding arbitration pursuant to the Commercial Rules of the American Arbitration Association and the terms of the Custodial Agreement. I understand that the prevailing party shall be entitled to recover all legal fees, reasonable costs and expenses and that these shall be in addition to any award of damage or any other relief to which the prevailing party is entitled.
4. I understand all the routine real estate expenses (i.e., tax bills, insurance premiums, homeowner's association payments and utility bills) will automatically be paid from my account. Sufficient funds must be held in my uninvested cash account to make the required payment at least 14 days prior to payment due date. If the funds are not available, I will be responsible for any interest or penalties incurred. Invoices for non-routine expenses (i.e., repairs and improvements) require specific Account Owner authorization prior to payment from the account.
5. I have consulted my own attorney and hereby represent that Pacific Premier Trust may hold title to this property. I hereby represent to Pacific Premier Trust that I understand the risks involved with this investment, specifically, that there may be liability above and beyond the amount of the investment in the property (example: ad valorem property taxes on the property or liability arising under Environment Laws). The losses will include any losses caused by, or arising out of, the presence, on or about the Property, of any Hazardous Substances, or any person or entity complying or failing to comply with any Environment Law. The term "Environment Law" means any law, rule, regulation, or ordinance relating to protection of the environment or human health. The term "Hazardous Substance" means any substance defined as hazardous or toxic, or otherwise regulated by any Environmental Law.
6. I have made arrangements with the property manager designated on the Property Management Agreement. Pacific Premier Trust will not be responsible for errors and omissions in the management agreement or for any actions taken by the property manager.
7. I represent that the above investment is not a prohibited transaction, as defined in the Internal Revenue Code and Department of Labor regulations.
8. I acknowledge that this investment is not insured by the FDIC, is not an obligation of or guaranteed by Pacific Premier Trust and is subject to risk, including the possible loss of principal.
9. I agree that this Real Estate Investment Authorization is further subject to all the terms and conditions of the Custodial Agreement.
10. I understand that I must provide a real estate appraisal for any real estate transaction request I submit that will result in a taxable event (e.g. distribution). I also acknowledge that on an annual basis, I will be asked to provide an updated valuation for each real estate investment within my account(s). Such annual valuation may be in the form of a comparative market analysis or other source deemed to be acceptable by the Custodian.

	ACCOUNT OWNER SIGNATURE	DATE (REQUIRED)
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PROPERTY ADDRESS

TOTAL PURCHASE AMOUNT \$	PHONE NO.	EMAIL
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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.

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.

Upload forms to:

www.PacificPremierTrust.com/upload

Fax to: 303-614-7038

Send mail to:

Pacific Premier Trust
Processing Center
P.O. Box 173859
Denver, CO 80217-3859

For express deliveries:

Pacific Premier Trust
Processing Center
1560 Broadway, Suite 400
Denver, CO 80202-3331

Questions?

Call 800-962-4238

Property Management Agreement



Note: This form is not required if you are providing your own Property Management Agreement.

Toll Free: 800-962-4238

www.PacificPremierTrust.com

1. PROPERTY ADDRESS

Street Address: _____

City: _____ County: _____ State _____ Postal Code: _____

2. PROPERTY MANAGER INFORMATION

Property Manager Company: _____

Contact Name: _____

Street Address: _____

City: _____ State _____ Postal Code: _____

Phone: _____ Email Address: _____

3. RECITALS & AGREEMENT


The Account Owner appoints Property Manager (PM) to provide the services listed in this agreement and the PM accepts such appointment. The Account Owner and PM agree that he/she is the PM of the Account Owner, and not of Pacific Premier Trust. The Account Owner acknowledges that Pacific Premier Trust has not advised he/she with respect to the selection of a Property Manager, and agrees that he/she has sole responsibility, and not Pacific Premier Trust, for the selection, retention, termination and monitoring of the PM. The Account Owner and PM agree that Pacific Premier Trust has a limited role in its capacity as the Plan's directed custodian and hereby agree that Pacific Premier Trust is not responsible for any of the Property Manager's duties or for the enforcement of this agreement.


Account Owner hereby designates the individual or entity identified above as Property Manager for the property identified on this form.

By signing below, Account Owner and Property Manager, agree to and acknowledge the following:

- The Property Manager is a third party to this transaction (i.e., not the Account Owner or renter).
- A spouse or other disqualified person, appointed as Property Manager, will not be compensated for managing the property.
- The Property Manager agrees to comply with all local, state and federal property management laws while acting as Property Manager.
- The Property Manager will send all payments received to Pacific Premier Trust for deposit into Account Owner's retirement plan.
- The Property Manager will retain records for all parties. Records include but are not limited to: rental payment history (funds received from renters and any funds dispersed by the Property Manager to cover expenses), bank statements, and rental/lease agreements. Upon request the Property Manager will provide a full accounting of these records to the Account Owner or Pacific Premier Trust.
- The Property Manager will provide notification to Pacific Premier Trust and Account Owner in the event of default by a renter, and take all necessary actions to correct a default and coordinate eviction proceedings as directed and approved by the Account Owner.
- The Property Manager will contact billing parties to ensure bills are forwarded to the address of the Property Manager.
- The Property Manager will ensure all expenses related to the property are paid according to the percentage of ownership.
- Pacific Premier Trust reserves the right to require supporting documentation for any request.



 _____ Date (required) _____
 Property Manager Signature

 _____ Date (required) _____
 Account Owner Signature

Account Owner Name (Print): _____ Account No: _____

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1560 Broadway, Suite 400
Denver, CO 80202-3308

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Earnest Money Deposit Request

Use this form to provide instructions for initiating earnest money deposits from your IRA. Please refer to the instructions and acknowledgments on the next page of this form. The following documents should be submitted with these forms:

- Real Estate Investment Authorization Form
- Purchase Contract

1. PURCHASE CONTRACT

Buyer's name on Purchase Contract should read:

Pacific Premier Trust, Custodian, FBO _____ IRA ____%.
(Client Name)

2. FUNDING INSTRUCTIONS

I hereby instruct Pacific Premier Trust to issue a check/wire for earnest money in the amount of \$ _____.

The above requested amount is to be held in escrow for the purchase of the property _____.
Property Address

Payee Name

Street Address

City

State

Postal Code

Select one of the following funding options:

Check

Wire

ACH* (please complete wire/ACH instructions below or attach to this form)

Bank Name

ABA No.

Bank Account Name

Bank Account No.

Ref. No.

*ACH instructions may differ from wire instructions. Please contact the receiving bank to verify, as incorrect instructions may cause a 2-3 day delay in delivery.

3. DOCUMENT FORWARDING INSTRUCTIONS

Use the address provided in the Funding Instructions above

Use other contact and address information on the next page

Recipient's Name

Street Address

City

State

Postal Code



Select shipping method:


- Regular Mail
- Overnight (charge my Pacific Premier Trust Account)
- Overnight (use pre-addressed air bill, included)
- Overnight (send via 3rd party billing) Account No.: _____ FedEx UPS

*If no box is selected, default will be to overnight documents at the client's expense. Please refer to your fee schedule for details.

4. ACKNOWLEDGMENTS

I understand said property has not yet been deemed administratively feasible by Pacific Premier Trust and its purchase is subject to that determination. I further understand:

- Earnest money must be sent from the retirement plan for the portion of the property listed above to be held in the retirement plan.
- Any funds not used toward the purchase of property must be returned to my retirement plan.
- Any income generated by the property must be received by the retirement plan and any expenses incurred from the property must be paid for by the retirement plan.
- All sale proceeds from the property must be returned directly to the retirement plan.
- If you do not provide a value annually, we may obtain one and charge your Pacific Premier Trust account.



Account Owner Signature Date (required)

Account Owner Name (Print): _____ Account No: _____

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