

## Earnest Money Deposit Request

Use this form to provide instructions for initiating earnest money deposits from your account. Please refer to the instructions and acknowledgements included on this form.

To Make an Initial Earnest Money Deposit	
<input type="checkbox"/> Purchase Contract - Signed "Read & Approved"	➤ In the name of " <b>Directed Trust Company FBO [Client Name][Account Type]</b> ".
<input type="checkbox"/> Earnest Money Deposit Request	➤ Directed IRA account funds MUST be used for earnest money deposit.

### Vesting on Purchase Documents

The vesting on all purchase documents, including title to property should appear the same throughout all documents.

For example, vesting should be : "**Directed Trust Company FBO John Doe IRA**" or **Directed Trust Company FBO John Doe Roth IRA**, **Directed Trust Company FBO John Doe HSA**, or **Directed Trust Company FBO John Doe Solo 401(k) Roth**, etc.

(only indicate percentage of owner if taking less than 100%). i.e., when taking title to property as tenants in common as to an undivided interest of 50%.

### Expedited Processing Options

**If no option is selected, Directed IRA will process your request as normal (within 3 business days).** I understand that if my account does not have sufficient funds, my transaction may not be processed. Processing cannot begin until all Investment Documents have been received and determined to be in good order.

Next-Day Service (\$150) - Must be received by 4pm MST     Same-Day Service (\$250) - Must be received by 10am MST

### 1. Account Owner Information

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Last 4 of SSN: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Directed IRA Account Number: \_\_\_\_\_ Account Type: \_\_\_\_\_

### 2. Purchase Contract

A copy of the Purchase Contract must be submitted along with this Earnest Money Request. The buyer's name on Purchase Contract should read:

Directed Trust Company FBO \_\_\_\_\_  
(Account Owner Name) (Account Type) % of ownership if less than 100%

Example: *Directed Trust Company FBO John Doe Roth IRA; or Directed Trust Company FBO John Doe Roth IRA 40%*

### 3. Earnest Money Investment Information

I hereby instruct Directed Trust Company 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 located at:

Property Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**4. Who is handling the recoding/filing of the deed of trust, mortgage, or UCC? (Select One)**

A Title/Escrow Company/Closing Attorney will record the Deed of Trust or Mortgage

Title/Escrow Office/Law Firm: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

I, the account owner will record the Deed and I understand the legal requirements (See notice below, by checking this box you agree to the following notice). \*\*\*\*NOTICE: Most experienced lenders and banks/credit unions use title/escrow/closing attorneys to handle their loan documents and the funding and recording of the deed of trust or mortgage. By agreeing to record the Deed of Trust yourself, you hereby agree that you understand the recording requirements, document requirements and terms, and title history of the property. You also agree to return a recorded copy to Directed IRA.\*\*\*\*

**5. Funding Instructions**

Please select option A or B below:

A.  Check

Make Check Payable To: \_\_\_\_\_ Check Memo (optional): \_\_\_\_\_

Mail Check To: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Delivery:**  Regular Mail (7-10 business days)  Priority Mail (2-3 business days) (\$15.00)  Overnight Mail (\$35.00)

B.  Electronic Funds Transfer

Bank Name: \_\_\_\_\_ Routing Number: \_\_\_\_\_

Name on Bank Account: \_\_\_\_\_ Account Number: \_\_\_\_\_

Escrow #/Reference Information: \_\_\_\_\_ Funding Deadline: \_\_\_\_\_

**Delivery\*:**  Wire  ACH Account Type:  Checking  Savings

\*Routing Number may differ depending on selection

**6. Instructions & Acknowledgement**

I understand said property has not yet been deemed administratively feasible by Directed IRA 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 account.
- 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.

Please note electronic signatures on this form must include the electronic signature Certification page or Certification Stamp. If one is not included, **we will not accept this form.**

 \_\_\_\_\_  
Account Owner Signature

\_\_\_\_\_  
Date

**INVESTMENTS: NOT FDIC INSURED \$ NO GUARANTEE \$ MAY LOSE VALUE**

**Secure File Upload**

[www.directedira.com/secureupload](http://www.directedira.com/secureupload)

**Email Forms to:**

[Investments@directedira.com](mailto:Investments@directedira.com)

**Send Mail to:**

3033 N. Central Ave. Ste. 415  
Phoenix, AZ 85012

**Phone:** (602) 899-9396

**Fax:** (602) 899-9641

Directed IRA is a tradename of Directed Trust Company, an Arizona Corporation