# DOCUMENTATION REQUIRED TO CONFIRM ACCREDITED INVESTOR STATUS

Investors interested in investing in Elks Temple Properties LLC (the "Company") <u>must be</u> <u>accredited investors</u>. This document describes categories of accredited investors. After you find that category that applies to you, carefully read the requirements and submit all listed documents.

Investments in the Company may occur by subscription agreement only. The Company will only provide subscription agreements to confirmed accredited investors.

If you have any questions regarding these requirements, please call Brian Sniffen at 503-205-2443.

Please review the categories below and find the one that applies to you. Please return all required information to:

Brian Sniffen Miller Nash Graham & Dunn LLP U.S. Bancorp Tower 111 S.W. Fifth Avenue, Suite 3400 Portland, Oregon 97204

#### The categories are:

- 1. Individual Net Income;
- 2. Individual Net Worth Personal Documentation;
- 3. Individual Net Worth Confirmation from Professional Advisor;
- 4. Entities:
- 5. Revocable Trusts; and
- 6. Irrevocable Trusts.

#### IRA investments are not being accepted in this offering.

Details appear on the following pages.

#### 1. Individual - Net Income

# Who Qualifies

An individual investor may be accredited based on net income (either alone or with a spouse). To qualify as accredited based on net income, an investor must have had individual income in excess of \$200,000, or joint income with his or her spouse in excess of \$300,000, in each of the last two years, and have a reasonable expectation of reaching the same income level in the current year.

#### Documents That Must Be Provided

Individuals who are accredited based on net income must:

- 1. Provide Internal Revenue Service forms that report the investor's net income for 2015 and 2016 (acceptable forms include: Form W-2, Form 1099, Schedule K-1 to Form 1065, and Form 1040). If investor is an accredited investor based on joint net income, both the investor and the investors' spouse must provide these forms; and
- **2.** Provide the **Net Income Representation on the next page** representing that investor has a reasonable expectation of reaching the income level necessary (in excess of \$200,000 individually or \$300,000 with investor's spouse).

# **Net Income Representation**

INDIVIDUAL	
I,individual net income exceed	(print name), reasonably expect to have an ling \$200,000 in 2017.
	(signature and date)
OR, IF ACCREDITED BAS	ED ON JOINT NET INCOME WITH SPOUSE
We,	(print name) and
	(print spouse's name) reasonably expect to have a joint net
income exceeding \$300,000	in 2017.
	(investor signature and date)
	(spouse signature and date)

## 2. Individual - Net Worth - Personal Documentation

#### Who Qualifies

An individual investor may be accredited based on net worth (either alone or with a spouse). To qualify as an accredited investor based on net worth, an investor must have a net worth, or joint net worth with his or her spouse exceeding \$1 million, excluding the value of investor's primary residence.

For purposes of calculating investor's present net worth, investor must include the following liabilities relating to investor's primary residence: (i) any indebtedness that is secured by investor's primary residence in excess of the estimated fair market value of the residence, and (ii) any incremental debt secured by investor's primary residence that was incurred in the past 60 days, other than as a result of the acquisition of the residence.

#### Documents That Must Be Provided

Individuals who are accredited based on net worth must:

- 1. Provide statements dated within the prior three months, indicating the value of assets owned (bank statements, brokerage statements and other statements of securities holdings, certificates of deposit, tax assessments, and appraisal reports that have been issued by independent third parties), showing assets sufficient to establish a net worth of more than \$1 million:
- 2. Provide a consumer report from a nationwide consumer reporting agency dated within the prior three months; and
- 3. Provide the **Net Worth Representation on the next page** representing that all liabilities necessary to determine net worth have been disclosed:

# **Net Worth Representation**

# INDIVIDUAL

he attached consumer report shows certain liabilities of mine. In addition, I have the following abilities that affect my net worth: [list item and amount of liability, or insert "none"]:
(print name) hereby represent that I have sclosed all liabilities necessary to make a determination of net worth.
(investor signature and date)
R, IF ACCREDITED BASED ON ASSETS HELD JOINTLY WITH SPOUSE he attached consumer report shows certain liabilities of ours. In addition, we have the
bllowing liabilities that affect our net worth: [list item and amount of liability, or insert "none"]:
/e, (print name) and (print spouse's name) hereby represent that we have sclosed all liabilities necessary to make a determination of net worth.
(investor signature and date)
(spouse signature and date)

# 3. Individuals - Net Worth - Confirmation from Professional Advisor

## Who Qualifies

An individual investor may be accredited based on net worth (either alone or with a spouse). To qualify as an accredited investor based on net worth, an investor must have a net worth, or joint net worth with his or her spouse exceeding \$1 million, excluding the value of investor's primary residence.

For purposes of calculating investor's present net worth, investor must include the following liabilities relating to investor's primary residence: (i) any indebtedness that is secured by investor's primary residence in excess of the estimated fair market value of investor's the residence, and (ii) any incremental debt secured by investor's primary residence that was incurred in the past 60 days, other than as a result of the acquisition of the residence.

If the investor provides the Company with a written confirmation from a professional advisor who knows the investor's net worth, as described below, the Company may accept the confirmation as proof that an investor is accredited.

#### Documents That Must Be Provided

- 1. Written confirmation from one of the following persons or entities ("Attesting Professional"):
  - (a) A registered broker-dealer;
  - (b) An investment adviser registered with the Securities and Exchange Commission;
- (c) A licensed attorney who is in good standing under the laws of the jurisdictions in which he or she is admitted to practice law; or
- (d) A certified public accountant who is duly registered and in good standing under the laws of the place of his or her residence or principal office.

#### The written confirmation must state:

- (a) Who the Attesting Professional is;
- (b) How the Attesting Professional qualifies under the list above (e.g. they are an accountant or lawyer in good standing);
  - (c) Who the investor is; and
- (d) That, **within the prior three months**, the Attesting Professional has taken reasonable steps to verify that the investor is an accredited investor and has determined that the investor is an accredited investor.

An acceptable form of confirmation letter is provided below. Letters should be submitted by the Attesting Professional to the address on page 1 of this document. The date of verification must be within 3 months before the closing date of the offering.

Dear Mr. Sniffen,

I am writing on behalf of my client, [Name(s) of Prospective Investor(s)] (the "**Prospective Investor**"), to verify [his/her/their] status as an "accredited investor" as that term is defined in Rule 501(a) of Regulation D of the Securities Act of 1933, as amended (an "**Accredited Investor**"). I am providing this verification in order for Elks Temple Properties, LLC (the "**Company**") to ensure the Prospective Investor is eligible to participate in the placement of securities (the "**Offering**") by the Company that is only open to Accredited Investors.

I am a [registered broker-dealer/an SEC-registered investment advisor/a licensed attorney in good standing under the laws of the jurisdictions in which I am admitted to practice/a certified public accountant duly registered and in good standing under the laws of the jurisdiction of my residence or principal office].

I have taken reasonable steps to verify that the Prospective Investor is an Accredited Investor based on [his/her/their] [income OR net worth], which exceeds

[\$200,000 in each of the two most recent years and the Prospective Investor has a reasonable expectation of reaching the same income level in the current year] OR

[\$300,000 in each of the two most recent years and the Prospective Investor has a reasonable expectation of reaching the same income level in the current year] OR

[\$1,000,000, excluding the value of the Prospective Investor's primary residence and taking into consideration (i) any indebtedness that is secured by Prospective Investor's primary residence in excess of the estimated fair market value of the residence, and (ii) any incremental debt secured by the Prospective Investor's primary residence that was incurred in the past 60 days, other than as a result of the acquisition of the primary residence].

Based on those steps, I have determined that the Prospective Investor is an Accredited Investor.

The most recent date as of which I have made my determination is	To my
knowledge after reasonable investigation, no facts, circumstances or events have arisen	after that
date that lead me to believe that the Prospective Investor has ceased to be an Accredited	d Investor
I acknowledge that the Company will rely on this letter in determining the Prospective	Investor's
eligibility to participate in the Offering and I consent to that reliance.	

Sincerely,		
Name:		
Title:		
Date:		

#### 4. Entities

## Who Qualifies

There are a few ways in which an entity may qualify as an accredited investor, including:

- (i) A corporation, partnership, private investment company or similar entity each of whose equity owners is an accredited investor. If all owners of an entity (even an individual holding only one share) are accredited, the entity is considered accredited; or
- (ii) an organization described in Section 501(c)(3) of the Internal Revenue Code, corporation, Massachusetts or similar business trust, or partnership, not formed for the specific purpose of acquiring the securities offered, with total assets in excess of \$5 million.

If the investor provides the Company with a written confirmation from a professional advisory who is familiar with the entity, as described below, the Company may accept the confirmation as proof that an entity is accredited.

#### Documents That Must Be Provided

- 1. Written confirmation from one of the following persons or entities ("Attesting Professional"):
  - (a) A registered broker-dealer;
  - (b) An investment adviser registered with the Securities and Exchange Commission;
- (c) A licensed attorney who is in good standing under the laws of the jurisdictions in which he or she is admitted to practice law; or
- (d) A certified public accountant who is duly registered and in good standing under the laws of the place of his or her residence or principal office.

#### The written confirmation must state:

- (a) Who the Attesting Professional is;
- (b) How the Attesting Professional qualifies under the list above (e.g. they are an accountant or lawyer in good standing);
  - (c) Who the investor is; and
- (d) That, **within the prior three months**, the Attesting Professional has taken reasonable steps to verify that the investor is an accredited investor and has determined that such investor is an accredited investor.

# **5.** Revocable Trusts

# Who Qualifies

A trust may be considered an accredited investor if it is revocable by its grantors and each of the trust's grantors is an accredited investor. The Company will not accept revocable trusts as investors if the revocable trust has more than two grantors.

#### Documents That Must Be Provided

Revocable trusts that qualify must:

- 1. Provide a written copy of the trust agreement;
- 2. Provide, for each individual grantor, a completed statement of the grantor's individual accredited investor status in accordance with option 1, 2, or 3 above; and

I,	(print	trustee's name) am the trustee of
		(print name of trust) (the
"Trust"). I hereby repr	esent that the Trust is revocable, has no	ot been revoked, and that
	and	are the grantors
of the Trust.		-

#### **6. Irrevocable Trusts**

# Who Qualifies

A trust that (i) is not revocable by its grantors, (ii) has in excess of \$5 million of assets, (iii) was not formed for the specific purpose of investing in the Company, and (iv) is directed by a person who has such knowledge and experience in financial and business matters that such person is capable of evaluating the merits and risks of an investment in the Company.

#### Documents That Must Be Provided

Irrevocable trusts that qualify must:

- 1. Provide a written copy of the trust agreement;
- 2. Provide statements dated **within the prior three months**, indicating the value of assets owned by the trust (bank statements, brokerage statements and other statements of securities holdings, certificates of deposits, tax assessments, and appraisal reports that have been issued by independent third parties);
- 3. Provide a brief biography of the trust's trustee, including employment positions or occupation during the past five years, giving dates, and the special qualifications of the trustee that make the trustee knowledgeable and experienced in financial and business matters, including substantial experience in accounting, business or financial matters; and

Provide the following executed statement from the trustee of the trust:	
I,	(print trustee's name) am the trustee of (print name of trust) (the "Trust").
I hereby represent and confirm that:	
<ul> <li>(i) The Trust is not revocable by its grantor</li> <li>(ii) The Trust has in excess of \$5 million of</li> <li>(iii) The Trust was not formed for the specif</li> <li>(iv) I direct the Trust; and</li> <li>(v) I have such knowledge and experience</li> </ul>	assets;
evaluating the merits and risks of an investment	nent in the Company.
	(trustee signature and date)