

The QI File

QI due-diligence checklist

Not tax, legal, or investment advice. No ratings.

<https://www.theqifile.com/qi-due-diligence-checklist/>

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1. ☐ Legal entity on the exchange agreement

Exact legal name and formation state of the QI that will sign. Confirm it matches the account title.

2. ☐ Account title and TIN

Words on the bank or trust statement, including taxpayer identification. Name the escrow holder or trustee if used.

3. ☐ Segregated vs commingled / aggregated

Identified-to-taxpayer account, qualified escrow/trust, or pooled subledger. Not the QI operating account.

4. ☐ Who can initiate a wire (dual-sign)

Authorized signers. Whether one employee can release funds. Whether the bank requires dual written authorization.

5. ☐ Current insurance certificates

Fidelity/crime and E&O certificates in force. Not brochure numbers. The QI File does not invent coverage.

6. ☐ State statute path, if any

Which facilitator or escrow statute applies, and which alternative (bond, cash/LOC, or QEA/QTA with dual authorization).

7. ☐ Company FEA vs personal CES

Current company membership and a named CES holder on this file, verified on 1031.org.

8. ☐ Reverse / EAT if this deal needs it

Rev. Proc. 2000-37 / 2004-51 if parking. Mark N/A on a plain delayed exchange.

9. ☐ Who keeps interest

Who is entitled to float, and whether any rate is credited to the taxpayer, in the agreement or a schedule.

10. ☐ Written independent bank-verify instructions

Confirm title, TIN, and signers using a number or portal you look up yourself.

Unknown is unpublished, not a grade. Compare QIs: <https://www.theqifile.com/#directory>