

Request Letter to IRA Custodian

_____ (Date)

_____ (Name of IRA Custodian)

_____ (Street Address)

_____ (City, State Zip)

Re: Direct Charitable Distribution from Individual Retirement Account

Dear IRA Custodian:

Please accept this letter as my request to make a direct charitable contribution from my Individual Retirement Account number _____ as provided in Section 1201 of the Pension Protection Act of 2006 (as extended by the Emergency Economic Stimulus Act of 2008). Please issue a direct transfer of funds in the amount of \$ _____, payable to

_____, which is a public charity and is neither a donor-advised fund nor a supporting organization, located at the following address:

Name of Church/Charity _____
Street Address _____
City, State ZIP _____
Attention: Name of Contact Person _____
Phone number of church/charity _____

In your transmittal to the charity, please indicate my name and address as the donor of record in connection with this transfer, and copy me on your transmittal. It is my intention that this gift complies with IRC 408(d) (8). It is also my intention to have this transfer qualify during the 2008 / 2009 (circle one) tax year. Therefore, it is imperative that this distribution be postmarked no later than December 21, 2008 / 2009 (circle one).

If you have any questions or concerning regarding this request, please contact me at the phone number or email address listed below. Thank you for your prompt attention to and assistance with this matter.

Sincerely,

_____ Signature
_____ Printed Name of Donor
_____ Address
_____ City, State ZIP
_____ Phone and/or Email Address

C: _____ Name of contact person at church or charity