

\_\_\_\_\_  
*IRA Company Name and Address*

\_\_\_\_\_  
*(Date)*

**RE: Request for charitable distribution from my  
Individual Retirement Account for the 20\_\_ Tax Year**

Dear IRA Custodian:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account, Account # \_\_\_\_\_ as authorized by Section 408(d)(8) of the Internal Revenue Code and the Protecting Americans from Tax Hikes Act of 2015.

Please issue a check in the amount of \$ \_\_\_\_\_ payable to the following charitable organization at the following address:

*Denver Rescue Mission  
PO Box 5206  
Denver, CO 80217*

In your transmittal to the above-named organization, please communicate my name and address as the donor of record in connection with this transfer.

Please copy me on your transmittal.

It is my intention to have this transfer be a Qualified Charitable Distribution (QCD) that will qualify for exclusion from my taxable income during the **20\_\_ tax year**. This QCD will fulfill part or all of my Required Minimum Distribution for this year. Therefore, it is imperative this distribution be postmarked no later than **December 31, 20\_\_**.

If you have any questions or need to contact me, I can be reached at \_\_\_\_\_. Thank you for your assistance and prompt attention to this matter.

Sincerely,

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Home Address*

\_\_\_\_\_, Plan Owner  
*Print Name*

\_\_\_\_\_  
*City, State, Zip Code*