

Sample Letter of Request for direct qualified charitable distribution from an individual retirement account. Please customize the content [between the brackets] and remove the blue text in this sample letter before sending it to your IRA administrator. Thank you for Supporting American SPCC!

[Date]

[Name of IRA administrator]

[Address]

[City, State, ZIP]

RE: Request for Direct Charitable Distribution from IRA to American SPCC

Dear [IRA administrator Name]:

Please accept this letter as my request to make a direct qualified charitable distribution from my individual retirement account number [insert number here] as provided for by the Protecting Americans from Tax Hikes Act of 2015 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended.

American SPCC is a qualified 501(c) (3) charitable organization. Their Federal Tax Identification number is 27-4621515. Please issue a check in the amount of \$ [Enter Amount] payable to American SPCC, and mail it to:

American SPCC
6965 El Camino Real
Suite 105-526
Carlsbad, CA 92009

In your transmittal to American SPCC, please note my name and address as the donor of this charitable contribution, and copy me on the transmittal at the address below.

It is my intention that this gift complies with IRC 408(d)(8), and have this donation qualify during the [Enter Year] tax year. If you have any questions or concerns regarding this request, I can be reached at the contact information listed below.

Thank you for your prompt attention to this matter.

Sincerely,

[Donor signature]

[Name of donor]

[Donor address]

[City, State ZIP]

[Donor email]

[Donor phone number]