

Name of Account Owner/Donor
Address
City, State ZIP
Phone number

Date

Name of IRA administrator
Address
City, State ZIP

RE: Request for Direct Qualified Charitable Distribution from IRA

Dear Sir or Madam:

Please accept this letter as my request to make a direct qualified charitable distribution from my Individual Retirement Account (IRA) # _____ as authorized under section 408(d)(8) of the Internal Revenue Code (IRC).

Please issue a check in the amount of \$ _____, payable to Banner Alzheimer's Foundation, and send the check to the following address:

Banner Alzheimer's Foundation
2901 N. Central Avenue, Suite 160
Phoenix, AZ 85012

The qualified charitable organization's federal tax identification number is: 20-4862361

In your transmittal to the above-named charitable organization, please memorialize my name and address as the donor of record in connection with this transfer, and copy me on the transmittal at the address below.

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 2020 tax year. Therefore, it is imperative that this distribution be postmarked no later than Dec. 31, 2020.

If you have any questions or concerns regarding this request, I can be reached at [insert your telephone number and/or email address].

Thank you for your prompt attention to and assistance in this matter.

Sincerely,

Donor's Name