

**SAMPLE REQUEST FROM PLAN OWNER TO ADMINISTRATOR FOR
CHARITABLE DISTRIBUTION FROM IRA**

Name of Plan Administrator: _____

Address of Plan Administrator: _____

City, State, Zip Code: _____

RE: Request for Qualified Charitable Distribution from IRA

Dear Sir or Madam:

Please accept this letter as my request to make a direct qualified charitable distribution (QCD) from my IRA Account, # _____

Please issue a check in the amount of \$ _____ payable to Christ For The Nations (Tax ID: 75-0859667) at the address below:

Christ For The Nations
c/o Donor Development Department
P O Box 769000
Dallas, TX 75376-9000

In your transmittal to the charity, please memorialize my name and address as the donor of record in connection with this transfer. This gift should be designated to _____. Please copy me on your transmittal.

It is my intention to have this transfer be treated as a QCD and that this QCD shall be used to satisfy, in whole or in part, my Required Minimum Distribution (RMD) in the year of transfer, if applicable. It is also my intention for this transfer to qualify as a QCD during the _____ tax year. Therefore, it is imperative this distribution be postmarked no later than December 31, _____.

If you have any questions or need to contact me, I can be reached at (telephone). Thank you for your assistance in this matter.

Sincerely,

Name of Plan Owner: _____

Address of Plan Owner: _____

City, State, Zip Code: _____