

**Request from IRA Plan Owner to IRA Administrator for  
*Charitable Distribution from IRA***

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RE: Request for Charitable Distribution from Individual Retirement Account

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # \_\_\_\_\_ as provided by the Protecting Americans from Tax Hikes Act of 2015 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended.

Please issue a check in the amount of \$\_\_\_\_\_ payable to the Westminster Ingleside Foundation (Tax ID#54-1949766) - a qualifying charity under Internal Revenue Code 501(c)(3) - at the address below:

Westminster Ingleside Foundation  
2275 Research Boulevard, Suite 450  
Rockville, MD 20850  
Attention: Douglas C. Myers, President and CEO

In your transmittal to the Westminster Ingleside Foundation, please note my name and address as the donor of record in connection with this transfer, indicate gift designation if any, and copy me on the transmittal at the address below.

If you have any questions regarding this request, I can be reached at

\_\_\_\_\_

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

Sincerely,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_