
(Date)

(IRA Administrator and Address)

RE: Request for Charitable Distribution from Individual Retirement Account

Dear _____:

I am requesting a direct charitable distribution from my Individual Retirement Account # _____ as provided by Sec. 112 of 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 One Roof Community Housing and mail to the following address:

One Roof Community Housing
Att'n: John Gustafson
12 E Fourth St.
Duluth, MN 55805

Send the check directly to One Roof Community Housing at the above address. Please include my name on the check or with accompanying correspondence, and send me a copy of the transfer for my records. Questions for One Roof should be directed to Community Relations Coordinator at 218-206-9305 or 218-727-5372. The Tax ID number of One Roof Community Housing is 41-1678328.

[It is my intention that this distribution qualify for the 2015 tax year. Thus, please postmark or complete the transfer of the distribution by December 31, 2015.]

You may contact me at (____) ____-____ if you have any questions. Thank you for your assistance.

Sincerely,

_____ (signature)

[Donor Name]
[Street Address]
[City, State Zip]