**Sample Letter from IRA Account Owner to IRA Administrator requesting a Charitable Distribution be made from an Individual Retirement Account:**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (IRA Administrator Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Street Address)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (City, State and Zipcode)

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 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 **Alliance for Children’s Rights** and mail to the following address:

Alliance for Children’s Rights

Attn: Elizabeth Curtis

3333 Wilshire Boulevard, Suite 550

Los Angeles, CA 90010

Send the check directly to the Alliance for Children’s Rights 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 the Alliance should be directed to Elizabeth Curtis, Chief Development Officer at (213) 368-6010. The Tax ID number of the Alliance for Children’s Rights is 95-4358213.

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

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Your Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Your Printed Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Your street address)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Your City, State and Zipcode)