

SAMPLE IRA QCD INSTRUCTION LETTER TO CUSTODIAN

*Sent from donor to retirement account custodian to initiate an
IRA Qualified Charitable Distribution to Amazing Facts International.*

[DATE]

[IRA Custodian Name]

[Custodian Street Address]

[City, State, ZIP]

Subject: Request to Initiate IRA Qualified Charitable Distribution

To whom it may concern,

Federal law permits the account holder of an IRA or Roth IRA who is 70-1/2 or older to make a Qualified Charitable Distribution ("QCD") directly from their IRA/Roth IRA to a qualified public charity.

As the owner of IRA Account #_____ in the custody of your organization, I request that you make the following QCD:

\$_____, payable to Amazing Facts International, P.O. Box 1058,
Roseville, CA 95678, with the following Tax ID Number: 82-2966470.

It is my intention that the above gift be treated as a QCD and that the same be used to satisfy, in whole or in part, my Required Minimum Distribution (RMD) in the year of transfer.

This letter is sufficient authorization for you to make the QCD gift listed. However, if you require any further documents, please forward those to me for my signature.

Cordially,

Signature: _____ | Date: _____

Printed Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

SAMPLE NOTICE OF IRA GIFT TO MINISTRY

*Sent from donor to Amazing Facts International to notify
ministry of an IRA Qualified Charitable Distribution.*

[DATE]

Amazing Facts International
Planned Giving Department
P.O. Box 1058 | Roseville, CA 95678

Subject: IRA Rollover Gift

To whom it may concern,

I am pleased to inform you that I have directed the custodian of my Individual Retirement Account ("IRA") to make a qualified charitable distribution ("QCD") from my IRA to Amazing Facts International. The details concerning my gift are as follows:

IRA Plan Trustee/Administrator Name: _____

Account Number: _____

Distribution Amount: _____

Year of Distribution: _____

Comments: _____

It is my intention: (1) for this gift to comply with the QCD requirements of Section 408(d)(8) of the Internal Revenue Code; (2) to use this gift to satisfy all or part of my annual required minimum distribution; and (3) I will not claim a charitable income-tax deduction for this gift.

When you receive the distribution from the IRA trustee/administrator, please send me written acknowledgement that includes the following: (1) information about the receipt and amount of my gift; (2) a statement confirming that no goods or services were transferred to me in consideration for this gift; and (3) that indicates that my gift will not be placed in a donor advised fund or a supporting organization.

If you have any questions concerning my gift or this letter, please let me know.

Sincerely,

Signature: _____ | Date: _____

Printed Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____