# Sample Request from Plan Owner to IRA Administrator for 2013 Charitable Distribution

Enter Name of IRA Administrator

Enter Address of IRA Administrator

RE: Request for Charitable Distribution from IRA

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # Enter Your Account Number as provided in the American Taxpayer Relief Act of 2012, which extends the effective date for such distributions under Sec. 1201 of the Pension Protection Act of 2006 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended, through December 31, 2013.

Please issue a check in the amount of $Enter Amount to Be Donatedpayable to Las Trampas, Inc. and mail it to:

Las Trampas, Inc.

P.O. Box 515

3460 Lana Lane

Lafayette, CA 94549

*Las Trampas tax identification number is 94-1437727*

In your transmittal to Las Trampas, please include my name and address as the donor of record in connection with this transfer. Please copy me on your transmittal.

It is my intention that this transfer will qualify for exclusion from my taxable income during the 2013 tax year. Therefore, it is imperative that this distribution be delivered to Las Trampas no later than December 31, 2013.

If you have any questions or need to contact me, I can be reached at Enter Your Preferred Contact.

Thank you for your assistance in this matter.

Sincerely,

Enter Your Name