

Sample CHARITABLE IRA ROLLOVER REQUEST TO PLAN ADMINISTRATOR

[Date]

[IRA Custodian Firm, Contact, and Address]

This letter serves as my request to make a qualified charitable distribution from my individual retirement account [Insert number here] as provided by the Protecting Americans from Tax Hikes Act of 2015.

Please issue the distribution in the amount of \$_____ to the Colorado Symphony Association.

Distribution by CHECK	OR	Distribution by WIRE TRANSFER
Mail to: Colorado Symphony Association Boettcher Concert Hall 1000 14 th Street, #15 Denver, CO 80202		Beneficiary Bank: FirstBank Account Name: Colorado Symphony Association ABA/Fedwire Routing #: 107005047 Account #: 3661227127 Reference: Name of Donor

In your transmittal to the Colorado Symphony Association, please indicate my name as the IRA owner of record in connection with this transfer.

For your reference, the Federal Tax Identification number for the Colorado Symphony Association is 84-0511458

Please contact me at [INSERT YOUR PHONE/EMAIL HERE] should you have any further questions about fulfilling this request.

[OPTIONAL: It is my intention for this distribution to occur on or before _____]

Sincerely,

[INSERT NAME & SIGNATURE]