



**Request for Charitable Distribution from My Individual Retirement Account for 2017 Tax Year**

Date: \_\_\_\_\_

IRA Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Dear IRA Custodian:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account, Account # \_\_\_\_\_ as authorized by Section 408(d)(8) of the Internal Revenue Code and the Protecting Americans from Tax Hikes Act of 2015. Please issue a check in the amount of \$ \_\_\_\_\_ payable to the following charitable organization:

Central Catholic High School  
Development Office  
2401 SE Stark Street  
Portland, Oregon 97214

In your transmittal to the above-named organization, please communicate my name and address as the donor of record in connection with this transfer. Also, please indicate that the gift allocation is:

\_\_\_\_\_  
*(Examples: Area of Greatest Need, Endowment, Named Scholarship, other )*

Please copy me on your transmittal. It is my intention to have this transfer be a Qualified Charitable Distribution (QCD) that will qualify for exclusion from my taxable income during the 2017 tax year. This QCD will fulfill part or all of my Required Minimum Distribution for this year. Therefore, it is imperative this distribution be postmarked no later than December 31, 2017. Thank you for your assistance and prompt attention to this matter.

If you have any questions or need to contact me, I can be reached at \_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
*Signature*

\_\_\_\_\_, Plan Owner  
*Print Name*

\_\_\_\_\_  
*Home Address:*

\_\_\_\_\_  
*City, State, Zip:*