

**Request to IRA Plan Administrator for Charitable Distribution from
Individual Retirement Account for the 20__ Tax Year**

[Donor Name]

[Donor Address]

_____, 20__

[Name of IRA Administrator]

[IRA Administrator Address]

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 # _____ to the National Lawyers Guild Foundation as provided in the Tax Cut and Jobs Act of 2017 and Section 408(d)(8) of the Internal Revenue Code of 1986, as amended.

National Lawyers Guild Foundation is a qualified public 501(c)(3) charity. National Lawyers Guild Foundation's tax identification number is 13-3336640.

Please issue a check in the amount of \$ _____ payable to National Lawyers Guild Foundation and mail to the address below:

National Lawyers Guild Foundation
P.O. Box 1266
Peter Stuyvesant Station
New York, NY 10009

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

It is my intention that this distribution qualify for exclusion from my taxable income during the 20__ tax year. Therefore, it is imperative that this distribution be delivered to National Lawyers Guild Foundation no later than December 31, 20__.

This letter is sufficient authorization for you to make this qualified charitable distribution (QCD); however, if you have any questions or need to contact me, I can be reached at

_____.

Thank you for your assistance in this matter.

Sincerely,