



# Guide Dogs for the Blind

## Request to IRA Administrator for IRA Charitable Distribution

Date

(Name of IRA Administrator)

(IRA Administrator Address)

(Administrator Address)

RE: Request for IRA Distribution

Dear IRA Administrator:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # \_\_\_\_\_ as provided in Section 408(d)(8) of the Internal revenue Code of 1986, as amended.

Please issue a check in the amount of \$ \_\_\_\_\_ payable to Guide Dogs for the Blind and mail to:

Guide Dogs for the Blind  
PO Box 151200  
San Rafael, CA 94915-1200

Guide Dogs for the Blind's tax identification number is 94-1196195.

In your transmittal to Guide Dogs for the Blind, please include my name and address as the donor of record in connection with the distribution. Please copy me on your transmittal.

It is my intention that this distribution qualify for exclusion from my taxable income as a qualified charitable distribution during this current tax year. Therefore, it is imperative that this distribution be delivered to Guide Dogs for the Blind no later than December 31.

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

Thank you for your assistance in this matter.

Sincerely,

\_\_\_\_\_