TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IRA Company Name, Address

RE: Request for charitable distribution from my Individual Retirement Account

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 American Taxpayer Relief Act. Please issue a check in the amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ payable to the following charitable organization:

Sustainable Marin/Resilient Neighborhoods

166 Greenwood Avenue

San Rafael, CA 94901

Attn: Tamra Peters

Resilient Neighborhoods is a fiscally sponsored project of Sustainable Marin, a non-profit 501(c)(3) organization, EIN: 94-330-8034. In your transmittal to Sustainable Marin/Resilient Neighborhoods, please communicate my name and address as the donor of record in connection with this transfer. 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 20\_\_\_\_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, 20\_\_\_\_.

If you have any questions or need to contact me, I can be reached at the contact information below. Thank you for your assistance and prompt attention to this matter.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IRA Account Owner Name Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_

IRA Account Owner Signature City State Zip

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IRA Account Owner Phone Number