

Your Logo/Letterhead Here

Date

Name

Address

City, State Zip

Re: IRA Charitable Rollover

Dear [Name],

This is to acknowledge that we received a check dated [Date] in the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) from [Plan Administrator] issued from your IRA account.

This letter confirms that we received your gift directly from your IRA plan administrator with the intention that it qualify as charitable distribution from your IRA as provided for under the Tax Relief, Unemployment Insurance Reauthorization and Job Creation Act of 2010 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended. [Name of Charity] is a qualified charity under the definition of this legislation. We certify that no goods or services of any value were or will be transferred to you in connection with this gift.

As you requested, we have directed your gift to \_\_\_\_\_. Thank you for your confidence in us and our mission as demonstrated by your generosity. We sincerely appreciate your support.

Sincerely,  
[Name of Signatory]

Please retain this letter with your tax documents and provide a copy to your tax preparer.