

Donor Name
Donor Address
Donor City, State, Zip

Date

Name of Company Managing the IRA
Address
City, State, Zip

RE: Request for Charitable Distribution from Individual Retirement Account

Dear Sir or Madam:

Please make a direct charitable distribution from my IRA # _____ to the Potsdam College Foundation, Inc. as provided by the Pension Protection Act of 2006 and permanently extended under the Protecting Americans From Tax Hikes Act of 2015. The Potsdam College Foundation tax identification number is 23-7088021. Please issue a check in the amount of \$_____ payable to the Potsdam College Foundation and mail to the address below:

Potsdam College Foundation
Attn: Jason Ladouceur
44 Pierrepont Ave., Potsdam, NY 13676

Further:

1. I am over 70½ years of age. My date of birth is _____.
2. I will not receive any benefits from the Potsdam College Foundation as a result of this rollover.
3. This rollover is not directed to a charitable remainder trust, gift annuity, pooled income fund or other prohibited use.
4. I will not incur any federal income tax liability as a result of this distribution therefore I elect out of withholding for this rollover. I will not accept any personal distribution of funds intended for this charitable IRA rollover.
5. I understand that this charitable IRA rollover may count toward my required IRA distribution(s) for the year of the gift.

In your transmittal letter to Potsdam, please include my name and address as the donor of record. Please copy me on your transmittal.

Please contact Mr. Jason Ladouceur at 315-267-2123 if you need additional information from the Potsdam College Foundation. You may contact me via phone at _____.

Thank you for your assistance in this matter.

Sincerely,

Donor Name