

Letter to IRA Plan Administrator

From:

To:

IRA Plan Administrator

RE: Request for Charitable Distribution from my IRA

Greetings:

I request that a direct charitable distribution be made to a 501(c)(3) organization from my Individual Retirement Account No. _____.

DO NOT MAKE THIS DISTRIBUTION DIRECTLY TO ME. Please issue a check in the amount of \$ _____ payable to the following organization:

**National Catholic Reporter
115 E Armour Blvd.
Kansas City, MO 64111**

In your transmittal to National Catholic Reporter, please state my name and address as the donor of record in connection with this transfer. Please copy me on your transmittal.

The phone number at which I may be reached is () _____ - _____. The phone number for NCR is (816) 531-0538. Thank you for your assistance.

Very truly yours,

Please print your name

Signature