

**CHARITABLE IRA ROLLOVER
INSTRUCTIONS TO PLAN ADMINISTRATOR**

DATE: _____

IRA OWNER & ADDRESS: _____

IRA ACCOUNT # _____

Dear IRA Custodian,

Sec. 408(d)(8)(A) of the Internal Revenue Code permits an IRA rollover directly from an IRA custodian to a qualified public charity. As the owner of IRA account # _____ that is in the custody of your organization, I request that you transfer from that account the sum of

\$ _____ to:

Sunset Church of Christ
3723 34th St.
Lubbock, TX 79410

The Treasury Tax ID Number for Sunset Church of Christ is #75-1298917

It is my intention to make a Qualified Charitable Distribution (QCD) to my Favorite Public Charity from my IRA as permitted by law. Under the American Taxpayer Relief Act of 2012 (ATRA), this QCD will fulfill part or all of my IRA required minimum distribution for this year.

This letter is sufficient authorization for you to make this QCD gift. However, if you require any further documents, please forward those to me for my signature.

Cordially yours,
