



## IRA Charitable Disbursement Letter of Instruction

\_\_\_\_\_  
Owner/Donor Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

To: IRA Administrator

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

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account (IRA), Account # \_\_\_\_\_. This distribution is intended to be an IRA Charitable Rollover, according to the 2015 PATH Act.

Please issue a check in the amount of \$\_\_\_\_\_ payable to St. Elizabeth Ann Seton Parish, and send it to the following address:

St. Elizabeth Ann Seton Parish  
Attn: Growing Together in Faith  
515 North Main St.  
Holmen, WI 54636-9387

St. Elizabeth Ann Seton Parish's tax ID number is 39-1454356, and it is a qualified charitable recipient of this transfer.

### **Important:**

In your transmittal to St. Elizabeth Ann Seton Parish, please indicate my name and address as the donor of record in connection with this transfer, and please copy me on your transmittal.

If you have any questions, I can be reached at \_\_\_\_\_.

Thank you for your assistance in this matter.

Sincerely, \_\_\_\_\_