

Date: _____

RE: Request for Charitable Contribution IRA# _____

To Whom It May Concern:

Please accept this letter as my request to make a direct charitable contribution from my Individual Retirement Account # _____

Please issue a check in the amount of \$ _____ payable to Student Press Law Center (Federal Tax ID: 52-1184647). Please include my name and address as the donor of record in connection with the transfer to ensure SPLC can properly acknowledge and steward this gift.

The check should be mailed to the following address:

*Student Press Law Center
Attn: Gift Processing – IRA Distribution
1717 K St. NW, Suite 900
Washington, DC 20006*

If you send additional notification to the Student Press Law Center about the transfer of this gift, please copy me on your correspondence.

I intend for this transfer to qualify for exclusion during the 2024 tax year.

If you have any questions or need to contact me, I may be reached at _____.

If you need to contact the Student Press Law Center, please call 202-785-5450 or email giving@splc.org.

Thank you for your assistance in this matter.

Sincerely,

(Signature)

(Printed Name)

Have you made your qualified charitable distribution?

Thank you for your gift to SPLC. So that we may accurately record your gift, provide your tax receipt, and acknowledge you properly, please take the extra steps of completing the form below and returning it to SPLC, or contacting us at 202-785-5450 or giving@splc.org to let us know your gift is on its way. This will augment the information provided by your financial institution and ensure smooth processing of your gift.

IRA Custodian

Your Name

Your Address

Your Email Address

Your Tel. #

Gift Date

Gift Amount

Signature