



PHOENIX CHILDREN'S

IRA Sample Letter of Instruction

Owner/Donor Name

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, as authorized by Section 408(d)(8) of the Internal Revenue Code.

Please issue a check in the amount of \$_____ payable to Phoenix Children's Hospital Foundation and send the check to the following address:

Phoenix Children's Hospital Foundation
Attn: Planned Giving
2929 E. Camelback Road, Suite 122
Phoenix, AZ 85016

Phoenix Children's Hospital Foundation's tax ID number is: 74-2421549, and is a qualified charitable recipient for this transfer. It is my intention to have this transfer be a Qualified Charitable Distribution that will qualify for exclusion from my taxable income during the 20____ tax year.

Important:

In your transmittal to Phoenix Children's Hospital Foundation, 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,
