



BOYS & GIRLS CLUBS
OF MERCER COUNTY

IRA Qualified Charitable Deduction

Thank you for choosing to make a donation to the Boys & Girls Clubs of Mercer County through a Qualified Charitable Distribution (QCD) from your Individual Retirement Account! The attached letters will help you provide instructions to your plan administrator to make a transfer directly from your IRA to the Boys & Girls Club.

Personalize the letter with your donation request and your IRA information, and then send either electronically via email, through the plan website, or via US mail to your plan administrator.

Please let us know when you officially put in the request so that we can be on the lookout for your gift. We will notify you as soon as we received it.

If you have any questions on this process, and/or would like your plan administrator to contact us directly, please contact Paula Levinsky at:

W: 609-392-3191 ext. 115

Email: plevinsky@bgcmercerc.org

SAMPLE IRA CHARITABLE GIFT LETTER REQUEST FROM PLAN OWNER

TO IRA ADMINISTRATOR

DATE

IRA PLAN ADMINISTRATOR
ADDRESS
CITY STATE ZIP CODE

RE: Request for Qualified Charitable Distribution from my Individual Retirement Account

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # _____ pursuant Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended. I am 70 ½ years old or older.

Please issue a check in the amount of \$ _____ payable to: the Boys & Girls Clubs of Mercer County, (FEIN 21-0634556) This this distribution it as soon as possible, but to arrive no later than 31 December 2020,

ATTN: David Anderson, President & CEO, Boys & Girls Clubs of Mercer County, 212 Centre Street, Trenton, NJ 08611

In your communication to Boys & Girls Club, please include my name and address as listed below as the donor of record in connection with this transfer. Please copy me on your transmittal.

If you have questions, please contact Paula Levinsky at (609) 392-3191 ext. 115 or plevinsky@bgcmercerc.org Thank you for your assistance in this matter.

Sincerely,

Name
Address