

Donor Name
Donor Address
Donor City, State, Zip

Date

Financial Institution
Institution Address
Institution City, State, Zip

Re: Letter of Instruction to Transfer Fund from IRA

To Whom It May Concern:

I wish to make an irrevocable contribution in the amount of \$_____ to The Stonington Free Library (SFL) as a qualified charitable distribution from an Individual Retirement Account (also known as a charitable IRA rollover) as provided by Internal Revenue Code Section 408(d)(8).

I intend to comply with the requirements of IRC Section 408(d)(8) by making a Qualified Charitable Distribution (QCD) directly from my IRA to SFL, which is a public charity described in code section 170(b)(1)(A) and is not a supporting organization. SFL's EIN is 06-0665194. This contribution is not directed to a Donor Advised Fund (as defined in section 4966(d)(2)).

Please issue a check from my Account Number #_____ directly to SFL at:

Stonington Free Library
PO Box 232
Stonington, CT 06378

If you have additional questions about this transfer, please call SFL at 860-535-0658. Thank you for your prompt attention to this request

Sincerely,

cc: Stephanie Calhoun, Development Coordinator, development@stoningtonfreelibrary.org

Information from donor to SFL:

_____ Please direct this gift to the SFL Capital Campaign

Or

_____ Please direct this gift to SFL Annual Fund for general use.