



## SAMPLE LETTER OF INSTRUCTION TO YOUR IRA CUSTODIAN

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

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

To: IRA Administrator

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

### RE: Charitable Distribution From 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 (IRA), Account # \_\_\_\_\_ to Wounded Warrior Project® (WWP). 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 Wounded Warrior Project and send the check to the following address:

**Wounded Warrior Project, Inc.**

Attn. Major Gifts

PO Box 758517

Topeka, Kansas 66675-8517

- Please wire funds in the amount of \$ \_\_\_\_\_ payable to Wounded Warrior Project as indicated below:

**TIAA Bank**

Wire Routing No.: 063000225

ACH Routing No.: 063092110

Account No.: 3450101293 (Electronic Deposits)

The WWP tax ID number is **20-2370934** and WWP 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.