[Date]

RETAIN THIS LETTER FOR YOU TAX RECORDS

Donor

Donor Address

City, State Zip

RE: Receipt for Gift from [Donor’s] IRA

Dear Donor,

Thank you for your $xxxx.xx gift to [nonprofit/charity] from your Individual Retirement Account (IRA) received on [date of receipt]. This acknowledges that we received your gift directly from [Name of IRA administrator (typically on check stub/check)].

All or a portion of your gift qualifies as a Qualified Charitable Distribution (QCD) from your IRA under the Internal Revenue Code. You may exclude a QCD from your gross income; however, you may not also claim the gift amount as a charitable deduction on your tax return.

[Nonprofit/charity] is qualified under IRC §170(b)(1)(A). Your gift was not transferred to either a donor advised fund, or a supporting organization and no goods or services were provided in consideration of this gift.

Thank you again for your gift.

Sincerely,

[Name]

[Title]