

Instructions: Complete and submit this form to your IRA Plan Trustee/Administrator.

NOTE: No goods, services or benefits (such as as Nittany Lion Club priority points or membership benefits of any kind) can be received in exchange for a qualified charitable distribution from an IRA.

TO: IRA Plan Trustee or
Administrator (Name) _____

Address: _____

Please accept this letter as my direction to make a qualified charitable distribution direct from my Individual Retirement Account as follows:

Account Number: _____
Traditional or Roth IRA Account

Distribution Amount: \$ _____

Issue and Mail To: **The Pennsylvania State University - Taxpayer ID 24-6000376**
Office of Gift Planning
212 The 103 Building
University Park, PA 16802
Attention: Jeanne M. Sallade

In your transmittal letter to Penn State or as a notation on the check, please include my name and address as the donor of record so that Penn State can identify the distribution as a gift from me.

It is my intention that this gift comply with the "qualified charitable distribution" requirements of Section 408(d)(8) of the Internal Revenue Code.

Please contact me if you require any additional information or documents in order to carry out this request. Thank you for your assistance in this matter. Sincerely,

Donor's Signature _____
Signature Date

Printed Name: _____

Address: _____

Daytime Phone: _____

This form is provided for use in making a gift to Penn State. It is not intended as legal or tax advice and is not a request or recommendation to make a distribution from your IRA.