

Valor Christian High School IRA Sample Letter Of Instruction

To: IRA Administrator

Owner / Donor Name

Address

City, State, ZIP

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account (IRA), Account # _____. 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 Valor Christian High School and send the check to the following address:

Valor Christian High School
217 Cedar St
#154
Sandpoint, ID 83864

Valor Christian High School's tax ID number is: 92-1370730, and 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.

Important:

In your transmittal to Valor Christian High School, please indicate my name and address as the donor of record in connection with this transfer, and please copy me on your transmittal.

If you have any questions I can be reached at _____. Thank you for your assistance in this matter.

Sincerely

(208) 254-0130 • info@valorsandpoint.com



**VALOR
CHRISTIAN**
HIGH SCHOOL