

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 The Campanile Foundation and send the check to the following address:

San Diego State University  
The Campanile Foundation  
Attn: Gift Administration  
San Diego State University  
5500 Campanile Drive  
San Diego, CA 92182-1968

The Campanile Foundation's tax ID number is: 33-0868418, 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 The Campanile Foundation, please indicate my name and address as the donor of record in connection with this transfer, as well as my intention for this gift to benefit \_\_\_\_\_ at San Diego State University. 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,

\_\_\_\_\_