The SECU Center for MemoryCare  
100 Far Horizons Ln. Asheville, NC 28803   
Main: 828.771.2219  
For questions contact: [grieco@memorycare.org](mailto:grieco@memorycare.org)  
[www.memorycare.org](http://www.memorycare.org)

**Date**

**IRA Administrator Name**  
**Address**  
**City, State, Zip**

RE: Request for Direct Charitable Distribution from IRA to MemoryCare

Dear **IRA Administrator Name**,

Please accept this letter as my request to make a direct qualified charitable distribution from my individual retirement account **Account Number** as provided for by the Protecting Americans from Tax Hikes Act of 2015 and Sec. 408 (d)(8) of the Internal Revenue Code of 1986, as amended.

MemoryCare is a qualified 501(c)(3) charitable organization with Federal Tax ID Number 52-2178294. Please issue a check in the amount of $**Amount** payable to MemoryCare, and mail it to:

**MemoryCare  
The SECU Center for MemoryCare  
100 Far Horizons Lane  
Asheville, NC 28803**

In your transmittal to MemoryCare, please note my name and address as the donor of this charitable contribution and mail me a copy of the transmittal to the address below.

It is my intention to have this transfer comply with the IRC 408 (d)(8) so that it will be a Qualified Charitable Distribution (QCD) that will qualify for exclusion from my taxable income during the **Year** tax year. This QCD will fulfill  
**Choose all or part** of my Required Minimum Distribution for this year. Therefore, it is imperative that this distribution be postmarked no later than December 31, **Year**. If you have any questions or concerns regarding this request, I can be reached at the contact information listed below.

Thank you for your prompt attention to this matter.

Sincerely,

**Your Name**  
**Your Address**  
**Your City, State, Zip**  
**Your Email**  
**Your Phone**