\_\_\_\_\_\_\_\_\_\_\_\_\_ , 202\_

DONOR ADDRESS

Andrew Cole

Director of Advancement & Planned Giving

[acole@phideltatheta.org](mailto:acole@phideltatheta.org)

513-523-6345 ext. 235

Phi Delta Theta Foundation

2 South Campus Ave

Oxford, Oh 45056

Dear Foundation:

I have written to my IRA custody agent, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to request a distribution of $\_\_\_\_\_\_\_\_\_\_\_\_\_ directly to the Phi Delta Theta Foundation as a charitable gift.

I would appreciate a written confirmation when you have received the funds. I understand that I will not receive a federal income tax deduction for making this gift.

Thank you for your attention to this matter. If you have any questions, please contact me at (phone number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or donor email address@pdt.com

Sincerely,

DONOR