

Dear _____,

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account (IRA), Account Number _____ .

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 Mercy Home for Boys & Girls and send the check to the following address:

Mercy Home for Boys & Girls
Attn: Philanthropy Team
1140 W. Jackson Blvd
Chicago, IL 60607

Mercy Home's tax ID number is: 36-2171726 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.

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,