Sample Request to Administrator for
Charitable Distribution from Individual Retirement Account
to WEAVE INC

[Date]

[Financial Institution Name]
[Financial Institution Address]

RE: Request for Charitable Distribution from Individual Retirement Account

Dear Sir or Madam,

Please accept this letter as my request to make a Qualified Charitable Distribution (QCD) from my Individual Retirement Account (IRA) #_____ directly to WEAVE in accordance with applicable IRS rules governing qualified charitable distributions.

Please issue a check in the amount of $_____ (not to exceed $111,000) payable to WEAVE at the address below:

WEAVE
Attention: Philanthropy
1900 K Street
Sacramento, CA 95811

WEAVE is a qualified 501(c)(3) non-profit organization with tax identification number 94-2493158. In your transmittal to WEAVE, please give my name as the donor of record in connection with this transfer. Please copy me on your transmittal. It is my intention to have this transfer qualify for the current tax year.

Thank you for your assistance in this matter.

Sincerely,

[Plan Owner Name]
[Plan Owner Address]