

Sample Letter from Donor informing FHHF of IRA transfer

DATE

DONOR ADDRESS

Friends of Holly Hill Farm
Attn: Donor Relations & Meredith Laban
Holly Hill Farm
236 Jerusalem Road
Cohasset, MA 02025
meredith@hollyhillfarm.org

To the Friends of Holly Hill Farm,

I have written to my IRA custody agent, _____, to request a distribution of \$_____ **directly** to the Friends of Holly Hill Farm (Tax ID: 01-0598057) as a charitable gift, for the support of: _____.

Thank you for your attention to this matter. If you have any questions, please contact me at (phone number)____ or (e-mail address)_____.

Sincerely,

DONOR