



West End Neighborhood House
C/o Executive Director, Chief Financial Officer, & Director of Development
710 N. Lincoln St.
Wilmington, DE 19805

ATTENTION: Executive Director, Chief Financial Officer, & Director of Development

The purpose of this letter is to provide confirmation of my request to make a direct contribution from my Traditional or Roth Individual Retirement Account to West End Neighborhood House, per the instructions below:

Name of IRA Plan Administrator/Trustee:

Account #:

Amount to be Distributed:

The proceeds of this donation are unrestricted and may be used for the general purposes of the organization; **OR** are to be used for the following purposes only:

I intend for this transfer to qualify as a charitable distribution for tax year _____. Please feel free to contact me for clarification or with any questions.

Donor Signature:

Donor Name (printed):

Mailing Address:

Email Address:

Phone Number: