



Thank you for helping Ducks Unlimited Conserve, Restore and Manage Wetland Habitat through a gift from your Individual Retirement Account!

The attached letters will help you make a transfer directly from your IRA.

Page 1. “From Plan Owner to IRA Administrator” Please complete the underlined portions of the letter and send it your IRA Plan Administrator to initiate the transfer.

Page 2. “From Donor to Ducks Unlimited” Upon initiating the transfer, please complete the underlined portions from the attached letter and send as addressed to:

Cathy Sanders, Senior Coordinator Development Relations
Ducks Unlimited, Inc.
One Waterfowl Way
Memphis, TN 38120-2351

For assistance please contact Cathy Sanders at csanders@ducks.org or (901)758-3898.

For more information on how IRA “charitable rollover gifts” and other tax-advantaged ways to give can further your philanthropic and financial goals, please contact:

Chris Cole, Managing Director of Gift Planning
ccole@ducks.org
(901)758-3763

FROM PLAN OWNER TO IRA ADMINSTRATOR

DATE: _____

IRA PLAN ADMINISTRATOR: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

RE: Request for Charitable Distribution from Individual Retirement Account

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # _____.

Please issue a check in the amount of \$ _____ payable to: **Ducks Unlimited, Inc. (FEIN 13-5643799)**

If distribution is made by check, please mail to:

**Ducks Unlimited, Inc.
Attn: Chris Cole
One Waterfowl Way
Memphis, TN 38120-2350**

In your communication to Ducks Unlimited, please include my name and address as listed below as the donor of record in connection with this transfer. Please copy me on your transmittal. If you have questions, please contact Cathy Sanders at (901)758-3898.

Below is Ducks Unlimited's account information for a wire transfer:

Please wire funds in the amount of \$ _____ payable to Ducks Unlimited, as indicated below to:

**First Tennessee Bank, 165 Madison Avenue, 10th Floor, Memphis, TN 38103
Name on Account: Ducks Unlimited, Inc. – Operating Account # 00-0322482
Reference Name: (DU DONOR NAME - IRA Rollover) ABA # 084000026**

My contact at Ducks Unlimited is Chris Cole, Managing Director of Gift Planning, who can be reached by calling 901-758-3898 or via email at ccole@ducks.org.

Thank you for your assistance in this matter.

Sincerely,

FROM DONOR TO DUCKS UNLIMITED

DATE

Cathy Sanders, Senior Coordinator Development Relations
Ducks Unlimited, Inc.
One Waterfowl Way
Memphis, TN 38120-2351

Dear Ms. Sanders,

It is my pleasure to inform you that I have requested a qualified charitable distribution from my Individual Retirement Account payable to Ducks Unlimited in the amount of \$ _____ from my plan trustee/administrator,

_____.

(NAME OF PLAN TRUSTEE ADMINISTRATOR)

Upon your receipt of payment from my trustee/administrator, please send me written acknowledgement that states the amount of my gift, that no goods or services were transferred to me by your organization in consideration for this gift, and that my gift will not be placed in a donor advised fund or supporting organization, nor will it fund a life income agreement.

I intend for this gift to be restricted to:

_____.

Sincerely,

PRINTED PLAN OWNER NAME: _____

DU ID NUMBER: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____
