



Date \_\_\_\_\_

Name of Plan Administrator \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

**Re: Request for Qualified Charitable Distribution from IRA to Tax-Exempt Charity**

Dear Sir or Madam:

Please accept this letter as my request to make a Qualified Charitable Distribution from my Individual Retirement Account having account number \_\_\_\_\_ to:

**Twin Cities Public Television, Inc.**

Please issue a check, in the amount of \$ \_\_\_\_\_, made payable to:

**Twin Cities Public Television**, a 501(c)(3) charity, tax ID number: **41-0769851**, and mail it to the following address:

**Twin Cities Public Television  
Development Office  
172 East 4th Street  
Saint Paul, MN 55101**

In your transmittal, please state my name and address as the donor of record in connection with this transfer and copy me on your transmittal. It is my intention to have this transfer qualify as a tax-free distribution from my IRA for tax year 2025.

If you have any questions or concerns regarding this request, you may reach me at telephone number \_\_\_\_\_ and email address of \_\_\_\_\_

Thank you for your prompt attention to and assistance with this request.

Sincerely,

\_\_\_\_\_  
Name of IRA Owner

\_\_\_\_\_  
Signature of IRA Owner