

Date:

Dear Sir or Madam:

This letter is my request to make a direct charitable distribution from my Individual Retirement Account # _____ as originally provided by Sec. 1201 of the Pension Protection Act of 2006 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended, and recently extended under The Tax Relief, Unemployment Insurance Reauthorization and Job Creation Act of 2010.

Please issue a check in the amount of \$ _____ payable to Skidmore College and send to:

Skidmore College 815 North Broadway Saratoga Springs, NY 12866

Attn: Denise Jenks, North Hall

In your transmittal to the charity, please mention my name and address 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 exclusion during the 2011 tax year. Therefore, it is imperative this distribution be postmarked no later than December 31, 2011.

If you have any questions or need to contact me, I can be reached at _____, home; _____, work; or _____, email address.

Thank you for your assistance in this matter.

Sincerely,