

Dear Sir / Madam:

RE: Request for Charitable Distribution from IRA Account #\_\_\_\_\_.

Please accept this letter as my request to make a direct charitable distribution from the account referenced above.

Please issue a check in the amount of \$\_\_\_\_\_ payable to Academy Prep Center of Tampa, Inc. (not to exceed \$100,000) and mail it to:

**Academy Prep Center of Tampa**  
**1407 E. Columbus Dr.**  
**Tampa, FL 33605**  
**Attention: Maggie McClelland, Director of Development**

The tax identification number for Academy Prep Tampa is: 59-3622978

In your transmittal to Academy Prep Tampa, please include my name and address as the donor of record in connection with this distribution. Please copy me on your transmittal.

It is my intention that this distribution qualify for exclusion from my taxable income during the 2021 tax year. Therefore, it is imperative that this distribution be delivered to Academy Prep Tampa no later than December 31, 2021. If you have any questions or need to contact me, I can be reached at \_\_\_\_\_.

Thank you for your assistance in this matter.

Sincerely,