



**Request for Charitable Distribution from Individual Retirement Account**

IRA Plan Administrator: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**To Whom It May Concern:**

Please accept the form as my request to make a direct charitable distribution from my Individual Retirement Account # \_\_\_\_\_.

Issue a check in the amount of \$ \_\_\_\_\_, payable to **Oklahoma City University**.

**(FEIN: 73-0579265)**

Choose one:

- Mail check to my address currently on file. I will forward the check to Oklahoma City University.
- Mail directly to Oklahoma City University to arrive as soon as possible, but no later than December 31, 2020 to:

**Office of University Advancement  
Oklahoma City University  
PO Box 2780  
Oklahoma City, OK 73101-2780**

**For IRA Administrator:**

In your transmittal to Oklahoma City University, please include my name and address as the donor of record in connection with this transfer and that I am designating this gift to (Name of fund, specific academic program, endowment, OCU Fund, or other restriction): \_\_\_\_\_

If you have questions, please contact the OCU Office of University Advancement at (405) 208-7000.

Thank you for your assistance.

Printed Name of Plan Owner: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Zip: \_\_\_\_\_ Preferred contact phone number: \_\_\_\_\_ circle one: cell/ home/ work