LOGO HERE

(Date)

(Donor Name)
(Donor Address)
(City, State Zip)

Dear *(Donor Name)*,

Your support of *(Organization name)* has been vital to (*Mission*). Because of incredible people like you, (*Insert recent success story. It's important to provide an emotional story that will connect with the reader and remind them how their donation will help*).

As you may be reviewing your year-end finances soon, we wanted to share a unique way to support our cause. A **Qualified Charitable Distribution (QCD)** can help you avoid tax burdens while making a difference in (*your mission served*).

What is a Qualified Charitable Distribution, and what are the benefits?

At a certain age, some individuals are required to withdraw a set amount (called a Required Minimum Distribution, or RMD) from their retirement account holdings each year. **If the RMD is not met, the amount not withdrawn could be taxed at rates up to 25%.**

If you find yourself needing to make a distribution, you may be able to take advantage of the unique benefits of a QCD.

Making a QCD from a retirement account, such as an Individual Retirement Account (IRA), can often satisfy your requirement. It's possible you could*:

- **Avoid the penalty** for not meeting the minimum withdrawal amount
- **Reduce your Adjusted Gross Income**, therefore reducing your tax burden and potentially moving you to a lower tax bracket
- **Make a lasting impact** on *(insert who or what they will impact)*!

By making a QCD to *(Organization name)*, you will be helping (*Insert mission or mention success story from above. Talk about what the money will be used for and how it will benefit the mission you serve*).

Please consider making a gift today by contacting (*contact name*) at *(phone & email)*. If you aren't sure if a QCD is right for you, you can contact your financial advisor or tax professional to learn more.

Thank you again for your support of (*Organization name*). With your help, we can (*Insert mission*)!

Sincerely,

(Name)
(Title)

P.S. Giving a QCD can be an extremely impactful way to alleviate tax burdens and create a positive change in (*population served*). Please consider making a gift today to change lives tomorrow!

(*website and contact information*)

*This information is not intended as tax advice. In 2026, eligible IRA owners can make up to $111,000 in QCDs. Please consult with your tax professional or financial advisor to determine if these options are appropriate for your individual circumstances.

DELETE THIS BOX BEFORE SENDING TO YOUR DONORS:
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