

Date

Name of IRA Custodian

Address

City, State ZIP

Re: Request for Direct Charitable Distribution from Individual Retirement Account

Dear IRA custodian,

I am writing to request a direct charitable contribution from my individual retirement account number (insert account number) as provided by the Pension Protection Act of 2006 and extended by the Emergency Economic Stabilization Act of 2008. Please issue a direct transfer of funds in the amount of \$_____ payable to Archaeological Institute of America (AIA) at the following address:

Archaeological Institute of America

656 Beacon Street

Boston, MA 02115

Attn: Jennifer Klahn

In your transmittal to the AIA, please indicate my name and address as the donor of record in connection with this transfer, and copy me on your transmittal. It is my intention that this gift complies with IRC 408(d)(8). It is also my intention to have this transfer qualify during the 2010 tax year. Therefore, it is imperative that this distribution be postmarked no later than December 31, 2010.

If you have any questions or concerns regarding this request, I can be reached at (telephone and/or e-mail address). Thank you for your prompt attention to and assistance with this matter.

Yours sincerely,

Name of Donor

Address

City/State/ZIP

Phone Number