



Office of Advancement
1119 Hanover Street
Fredericksburg, VA 22401
540-654-1024

**Instructions for Individual Retirement Account Required Minimum
Distribution Rollover Gifts to the
University of Mary Washington Foundation**

STEP 1: Complete the following and send to Lee Ann Reaser at lreaser@umw.edu or fax 540-654-1075:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ UMW Class Year: _____

Email: _____

Approximate Value of Distribution: _____

Designation or Purpose of Gift: _____

IRA Firm: _____

Account administrator: _____

Phone: _____ Email: _____

Signature: _____ Date: _____

STEP 2: Please provide the following information to your IRA Administrator:

University of Mary Washington Foundation

UMW Tax ID: 540169627

Please send checks, made payable to UMW Foundation, to:

1119 Hanover Street

Fredericksburg, VA 22401

Please Note: Gifts from IRA accounts are made in lieu of income the donor is entitled to receive. Since the donor does not receive the income, a charitable income tax deduction is not allowed. Direct gifts from other retirement assets are not allowed. The donor will need to accept the income, then make a charitable gift from those proceeds; in this case a charitable deduction is allowed.

Some financial institutions will send the donor's IRA rollover gift directly at the donor's direction, others may send a check made payable to the charity to the donor to send on to the charity.

Gifts in support of the University of Mary Washington are accepted and managed by the University of Mary Washington Foundation, an affiliated 501 (c) (3) organization. Contributions to the University of Mary Washington are tax deductible as allowed by law. Please see your tax advisor for deductibility.