



Qualified Charitable Distribution (QCD) How to Complete Your Gift

To request a QCD from your fiduciary company

Contact your fiduciary company and request a qualified distribution to: **The Trustees of Mount Holyoke College (tax ID #04-2103578)**. Your IRA administrator may require the use of specific forms for the request; or you may use the sample letter on the following page. Request that the payment be sent to:

Office of Development
Mount Holyoke College
P.O. Box 889
South Hadley, MA 01075-0889

To send a QCD using an IRA checkbook:

Send a check payable to Mount Holyoke College to:

Office of Development
Mount Holyoke College
P.O. Box 889
South Hadley, MA 01075-0889

Checks must be received by the College no later than December 15 to count for this calendar year.

When sending a QCD using a check written on an IRA checkbook, your gift is completed when the funds are removed from your account – not the date on the check nor the postmark.

Let us know of your QCD gift. Please contact the Office of Development at 800-MHC-GIVE (800-642-4483) or email giving@mtholyoke.edu.

How it works:

- The donor must be age 70 ½ or older when the gift is made.
- The gift must come from a traditional IRA or Roth IRA account. 401(k), 403(b), SEP IRA accounts, and other retirement accounts do not qualify.
- The gift must come directly from your IRA administrator to Mount Holyoke.
- Total QCD gifts in any one year cannot exceed the annual maximum: \$105,000 for 2024.
- The QCD gift can count toward your Required Minimum Distribution (RMD) if you have not already taken your RMD for the year you make your gift.
- The gift from your IRA will not be available as an income tax charitable deduction.
- The gift from your IRA will be excluded from income.

To discuss using a QCD to fund a charitable gift annuity, contact giftplanning@mtholyoke.edu. Special rules apply to these gifts.

MOUNT HOLYOKE

To:

RE: Request for Qualified Charitable Distribution from Individual Retirement Account

To Whom it May Concern:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # .

Please issue a check in the amount of \$_____ payable to "The Trustees of Mount Holyoke College" (tax ID# 04-2103578) and send it to the address below:

Office of Development
Mount Holyoke College
P.O. Box 889
South Hadley, MA 01075-0889

In your transmittal to Mount Holyoke, please record my name and address as the donor of record in connection with this transfer. Please copy me on your transmittal.

I would like to designate this gift for:

The Mount Holyoke Fund

Other _____

If you have any questions or need to contact me, I can be reached at _____.

Thank you for your assistance in this matter.

Signature _____ Date _____

Name (Printed) _____

Address _____

City/State/Zip _____

cc: Office of Development
Mount Holyoke College
50 College Street
South Hadley, MA 01075
giving@mtholyoke.edu
(800) 642-4483 Fax: (413) 538-2371