**REVOCATION OF RIGHT TO GIFT ANNUITY PAYMENTS**

**Version 1 – Revocation of Successor Annuitant’s Right to Payments**

[*name of contact person at charity]*

*[name of charity]*

*[P.O. Box or Street Address]*

*[City/State/ ZIP Code]*

Dear \_\_\_\_\_\_\_\_\_\_\_\_:

On (*date)* I established a gift annuity with (*name of charity)* according to which payments were to be made to me for the duration of my life and then to (*name of successor annuitant)* if *he/she* survives me. Per paragraph (*number of paragraph),* of the gift annuity agreement, I reserved the right to revoke the payments to (*name of successor annuitant).* This power is exercisable either during life by giving written notice to (name of charity), or at death by a written notice to (*name of charity*) from my executor, trustee, or personal representative.

By this letter I hereby revoke all rights of (*name of successor annuitant)* to gift annuity payments. In exercising this right, I understand that payments from the annuity shall be made only to me, as if I were the sole annuitant.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Name of Donor Date

**REVOCATION OF RIGHT TO GIFT ANNUITY PAYMENTS**

**Version 2 – Revocation of Current Annuitant’s Right to Payments**

[*name of contact person at charity]*

*[name of charity]*

*[P.O. Box or Street Address]*

*[City/State/ ZIP Code]*

Dear \_\_\_\_\_\_\_\_\_\_\_\_:

On (*date)* I established an annuity with (*name of charity)* according to which payments were to be made to *(name of current annuitant)* for the duration of *his/her* lifetime. Per paragraph (*number of paragraph)* of the gift annuity agreement, I reserved the right to revoke the payments to (*name of current annuitant).* This power is exercisable either during life by giving written notice to (*name of charity*), or at death by a written notice to (*name of charity*) from my executor, trustee, or personal representative.

By this letter I hereby revoke all rights of (*name of current annuitant)* to receive gift annuity payments effective as of (*date)*. In exercising this right, I understand that no payments to (*name of current annuitant)* shall be made after the aforementioned date.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Name of Donor Date