

# Notification of Inheritance Beneficiary

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you that you have been designated as a beneficiary in the estate of [Deceased's Name]. The organization, [Organization Name], has been named in the will to receive a portion of the inheritance for charitable purposes.

The specifics of this inheritance are as follows:

- Beneficiary: [Recipient Name]
- Relation to Deceased: [Relation]
- Amount: [Specify Amount or Percentage]
- Designated Purpose: [Specify Purpose, if any]

Please keep this information confidential until the official estate distribution has been made. We encourage you to contact our office at [Organization Phone Number] or [Organization Email] if you have any questions regarding this notification or the process ahead.

Thank you for your attention to this matter and for your support for [Organization Name] as a beneficiary of this estate.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]