

Beneficiary Trust Distribution Request

Date: [Insert Date]

To: [Trustee's Name]

[Trustee's Address]

[City, State, Zip Code]

Dear [Trustee's Name],

I hope this letter finds you well. I am writing to formally request a distribution from the [Name of Trust] for educational expenses.

I am currently enrolled in [Name of Educational Institution] pursuing a degree in [Field of Study]. My tuition and related expenses for the [specific semester or year] amount to [amount].

Please find attached the required documentation, including:

- Tuition invoice
- Proof of enrollment
- Any additional supporting documents

As a beneficiary of the trust, I kindly ask for the total amount of [amount] to be distributed to cover these educational expenses. Your prompt attention to this matter would be greatly appreciated.

Thank you for your support and assistance. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]