

Beneficiary Trust Distribution Request

Date: [Insert Date]

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Trustee's Full Name]
[Trust 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 [Trust Name] for the purpose of home repairs. As a beneficiary of the trust, I believe these repairs are essential for maintaining the property that I occupy.

The details of the requested distribution are as follows:

- Nature of Repairs: [Describe the repairs needed]
- Estimated Cost: [Insert estimated cost]
- Contractor Information: [Provide contractor details if applicable]

Attached you will find estimates and relevant documentation for the proposed work. I kindly ask that you process this request at your earliest convenience, as timely repairs are crucial for the upkeep of the property.

Thank you for your attention to this matter. Please feel free to contact me if you need any further information or clarification.

Sincerely,

[Your Full Name]
[Your Signature (if sending a hard copy)]