

Beneficiary Trust Distribution Request

Date: [Insert Date]

[Trustee's Name]

[Trust Company/Organization 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 an immediate distribution of funds from the [Name of Trust] established on [Date of Trust Establishment]. As a beneficiary of this trust, I believe I am entitled to access these funds for [specific purpose, e.g., medical expenses, education, etc.].

According to the terms outlined in the trust agreement, I understand that I am eligible for a distribution up to [mention any specific amount or percentage if applicable]. I kindly ask that you expedite this request and transfer the necessary funds to my bank account detailed below:

Bank Name: [Your Bank Name]

Account Name: [Your Name]

Account Number: [Your Account Number]

Routing Number: [Your Routing Number]

Thank you for your attention to this matter. I appreciate your prompt response and assistance in facilitating this distribution. Should you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]