

Beneficiary Acceptance Confirmation

Date: [Insert Date]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Beneficiary's Name]

[Beneficiary's Address]

[City, State, Zip Code]

Subject: Confirmation of Beneficiary Acceptance

Dear [Beneficiary's Name],

We are pleased to confirm your acceptance as a beneficiary under [specify program, policy, or trust]. We appreciate your cooperation and the information you provided during the application process.

Please find attached all relevant documents associated with your status as a beneficiary. Should you have any questions or require further clarification, feel free to contact us at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]