

Beneficiary Asset Statement Inquiry

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the asset statement for [Beneficiary Name], as I am currently managing their estate and require a thorough understanding of all assets involved.

Could you please provide a detailed asset statement that includes the following information:

- List of assets
- Current valuations
- Any outstanding liabilities
- Associated documentation

Your assistance in this matter is greatly appreciated, and I look forward to your prompt response.

Thank you for your attention to this inquiry.

Sincerely,

[Your Name]