

# Beneficiary Pension Payment Adjustment Confirmation

Date: [Insert Date]

To: [Beneficiary Name]

Address: [Beneficiary Address]

Dear [Beneficiary Name],

We are writing to confirm the adjustment made to your pension payment as a result of [reason for adjustment]. Your new monthly payment amount will be [new payment amount], effective from [effective date].

Please review the following details of your pension payments:

- Previous Payment Amount: [previous payment amount]
- New Payment Amount: [new payment amount]
- Effective Date of Adjustment: [effective date]

If you have any questions or concerns regarding this adjustment, please do not hesitate to contact us at [contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company/Organization Name]

[Contact Information]