

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

[Recipient's Name]
[Recipient's Title]
[Estate Attorney/Executor's Name]
[Firm/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to submit the necessary documentation required to establish my status as a beneficiary in the estate of [Deceased's Name]. As per the requirements stated, I have included the following documents:

- Copy of the Last Will and Testament
- Proof of Identity (e.g., Driver's License, Passport)
- Proof of Relationship to the Deceased (e.g., Birth Certificate, Marriage Certificate)
- Any other relevant documentation as requested

Please let me know if you require any further information or additional documentation. I appreciate your assistance in this matter and look forward to your prompt response.

Thank you.

Sincerely,
[Your Name]