

Formal Request for Estate Inventory Details

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the details of the inventory for the estate of [Deceased's Name], who passed away on [Date of Death]. As a [Your Relationship to the Deceased], I am seeking this information to assist in understanding the estate's assets and liabilities.

Specifically, I would appreciate it if you could provide me with a detailed list of the estate's inventory including, but not limited to, real estate holdings, personal property, bank accounts, and any other assets or liabilities associated with the estate.

Please feel free to reach me at [Your Phone Number] or [Your Email Address] should you require further information or documentation to facilitate this request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]