

# Charitable Bequest Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Organization's Name/Contact Person],

I hope this letter finds you well. I am writing to formally notify you of my intention to include [Organization Name] as a beneficiary in my will. It is my desire to support your mission and contribute to the incredible work you do in the community.

I have specified in my estate planning documents that a bequest of [describe the nature of the bequest, e.g., a specific dollar amount, percentage of the estate, or specific assets] will be directed to [Organization Name].

Please feel free to contact me if you require any additional information or documentation regarding this bequest. I appreciate the important role [Organization Name] plays, and I sincerely hope my contribution will aid in furthering your work.

Thank you for your dedication and commitment.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]