

Trust Fund Distribution Request for Educational Expenses

Date: [Insert Date]

Recipient Name: [Trustee's Name]

Trust Name: [Trust Name]

Trust Address: [Trust Address]

Dear [Trustee's Name],

I hope this letter finds you well. I am writing to formally request a distribution from the [Trust Name] Trust to cover educational expenses related to my studies at [Educational Institution Name].

The details of my educational expenses are as follows:

- Tuition: \$[Amount]
- Books and Supplies: \$[Amount]
- Other Fees: \$[Amount]

Total Amount Requested: \$[Total Amount]

Enclosed with this letter are the relevant invoices and documentation to support this request.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]