

Next of Kin Notification for Guardianship Issues

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you regarding the guardianship status of [Name of the Person in Guardianship]. As [his/her/their] next of kin, I believe it is important to communicate recent developments and any necessary actions that need to be taken.

As you may be aware, [briefly explain the reason for the guardianship or any relevant changes in situation]. Therefore, I am reaching out to ensure that you are informed and to seek your input on how we can best support [Name].

Please feel free to reach out to me at your earliest convenience to discuss this matter further. You can contact me via [your phone number] or [your email address].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]