

Estate Case File Submission

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

I am writing to formally submit the case file for the estate of [Deceased Name], who passed away on [Date of Death]. This submission includes all necessary documentation required to initiate the estate proceedings.

Enclosed with this letter, you will find the following documents:

- Death Certificate
- Last Will and Testament
- Asset Inventory
- List of Beneficiaries
- Any additional relevant documents

Please confirm receipt of this case file. Should you require any further information or documentation, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]