

Charitable Bequest Request Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my desire to include [Organization's Name] in my estate planning by making a charitable bequest. I believe in the important work your organization does and would like to support your mission in a meaningful way.

I would like to discuss the possibility of establishing a bequest that will [describe the purpose, e.g., support specific programs, create a scholarship, etc.]. I hope to ensure that my legacy contributes positively to the ongoing efforts of your organization.

Please let me know if there is a convenient time for us to discuss this further. I appreciate your guidance regarding the details and implications of making a bequest. Thank you for your consideration.

Sincerely,

[Your Name]