

Beneficiary Selection Documentation

Date: [Insert Date]

To: [Beneficiary's Name]

Address: [Beneficiary's Address]

Dear [Beneficiary's Name],

We are pleased to inform you that you have been selected as a beneficiary for [Program/Assistance Name]. This letter serves as documentation of your selection and outlines the next steps in this process.

Selection Criteria

The selection was based on the following criteria:

- [Criterion 1]
- [Criterion 2]
- [Criterion 3]

Next Steps

Please follow these steps to confirm your participation:

1. Review the attached documents.
2. Complete the required forms.
3. Submit the forms by [Submission Deadline].

Contact Information

If you have any questions or require further assistance, please do not hesitate to contact us at:

Email: [Contact Email]

Phone: [Contact Phone]

Thank you for your cooperation, and we look forward to supporting you through this program.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Contact Information]