

Formal Notification of Custody Change

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

This letter serves as formal notification regarding the change of custody for [Child's Name], effective [Effective Date]. As per our agreement and in accordance with the applicable laws, [he/she/they] will be residing with [New Custodian's Name] at [New Custodian's Address].

We believe this change is in the best interest of [Child's Name]. We appreciate your understanding and cooperation during this transition period.

If you have any questions or need further clarification, please feel free to contact me at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]