

Trust Fund Beneficiary Change Notification

Date: [Insert Date]

To: [Trust Fund Administrator's Name]

[Trust Fund Institution's Name]

[Trust Fund Institution's Address]

Dear [Trust Fund Administrator's Name],

I am writing to formally notify you of a change in the beneficiaries of my trust fund, [Trust Fund Name/Account Number].

The following changes will take effect immediately:

Previous Beneficiaries:

- [Name of Previous Beneficiary 1]
- [Name of Previous Beneficiary 2]

New Beneficiaries:

- [Name of New Beneficiary 1]
- [Name of New Beneficiary 2]

Please update your records accordingly and confirm once the changes have been implemented.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]