

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Recipient Name]
[Recipient Address]

Re: Formal Demand for Distribution of Personal Property

Dear [Recipient Name],

This letter serves as a formal demand for the immediate distribution of personal property currently in your possession or under your control. Pursuant to [Name of Agreement, Will, or Decree], dated [Date of Document], I am the rightful owner or designated beneficiary of the following items:

- [Item 1 Description]
- [Item 2 Description]
- [Item 3 Description]

Under the terms of the aforementioned [Agreement/Will/Decree], these items were to be delivered or made available to me by [Agreed Upon Date]. Your failure to transfer these items constitutes a breach of your legal obligations.

I demand that you contact me within [Number] days of the date of this letter to arrange for the immediate pickup or delivery of these items. If you fail to comply or respond by [Deadline Date], I will be forced to pursue further legal action, which may include a lawsuit for breach of contract, conversion, or specific performance. Please be advised that I will also seek recovery of any legal fees and court costs incurred as a result of your non-compliance.

I hope to resolve this matter amicably and without the need for litigation. I look forward to your prompt response.

Sincerely,

[Your Signature]

[Your Printed Name]