

[Date]

[Beneficiary Name]

[Address Line 1]

[Address Line 2]

RE: Explanation of Benefits for Policy [Policy Number]

Dear [Beneficiary Name],

We are writing to provide a formal explanation of the benefits payable following the passing of the insured, [Insured Name]. Our records indicate that you are a designated beneficiary of the aforementioned life insurance policy.

Benefit Summary:

- **Total Death Benefit Amount:** \$[Amount]
- **Interest Accrued (if applicable):** \$[Amount]
- **Adjustments/Premium Refunds:** \$[Amount]
- **Total Payment Amount:** \$[Total Amount]

Payment Method:

The total benefit has been issued via [Check/Direct Deposit/Settlement Account] on [Date].

Tax Information:

Generally, life insurance death benefits are not subject to federal income tax. However, any interest paid on the benefit amount may be taxable. We recommend consulting with a tax professional regarding this payment. A Form 1099-INT will be mailed to you if the interest exceeds the reporting threshold.

Contact Information:

If you have questions regarding this statement or require further assistance, please contact our Claims Department at [Phone Number] or via email at [Email Address].

Sincerely,

[Sender Name]

[Title]

[Insurance Company Name]