

[Date]

[Beneficiary Name]

[Beneficiary Address]

[City, State, Zip Code]

RE: Notice of Beneficiary Assignment - [Full Name of Trust]

Dear [Beneficiary Name],

This letter serves as formal confirmation that you have been officially designated as a beneficiary of the **[Full Name of Trust]**, effective as of **[Effective Date]**.

The assignment of your interest in this Trust has been recorded in the trust administrative records. As a beneficiary, you are entitled to the rights and interests as specified under the terms and conditions outlined in the Trust Agreement.

Assignment Details:

- **Trustee Name:** [Name of Trustee]
- **Type of Interest:** [e.g., Specific Bequest / Percentage of Residuary / Income Interest]
- **Distribution Schedule:** [e.g., Upon reaching a certain age / At Trustee's discretion / Fixed dates]

Please find enclosed a copy of the [relevant sections of the Trust document / Summary of Benefits] for your records. We recommend that you keep this document in a secure location and consult with a financial or tax advisor regarding your status.

If there are any changes to your legal name, contact information, or tax identification status, please notify the undersigned immediately to ensure all records remain accurate.

If you have any questions regarding this assignment or the administration of the Trust, please contact [Name of Contact Person] at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name of Trustee]

Trustee of [Full Name of Trust]