

[Date]

[Insurance Company Name]
[Annuity Department Address]
[City, State, Zip Code]

RE: Beneficiary Designation for Retirement Asset Protection Annuity
Contract Number: [Your Contract Number]

To Whom It May Concern,

I am writing to formally update or establish the beneficiary designations for my Retirement Asset Protection Annuity, contract number [Your Contract Number]. Please record the following individuals as the designated beneficiaries of this account:

Primary Beneficiary:

Full Name: [Name]
Relationship: [Relationship]
Social Security Number: [SSN]
Date of Birth: [DOB]
Address: [Address]
Share Percentage: [Percentage]%

Contingent Beneficiary:

Full Name: [Name]
Relationship: [Relationship]
Social Security Number: [SSN]
Date of Birth: [DOB]
Address: [Address]
Share Percentage: [Percentage]%

This designation supersedes any previous beneficiary instructions provided for this account. Please update your records immediately and provide a written confirmation once these changes have been processed.

If there are specific internal forms required to finalize this request, please send them to my address on file or notify me at [Your Phone Number].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Mailing Address]