

Date: [Insert Date]

To: [Beneficiary Name]

[Beneficiary Address]

[City, State, Zip Code]

Subject: Confirmation of Asset Transfer and Trust Closure

Dear [Beneficiary Name],

This letter serves as formal confirmation that the [Name of Trust] (the "Trust") has been officially closed effective [Date of Closure].

In accordance with the terms of the Trust agreement, all remaining assets have been liquidated or transferred to your possession. Below is a summary of the final distribution:

- **Asset Description:** [e.g., Cash, Stock, Property Address]
- **Transfer Method:** [e.g., Wire Transfer, Physical Deed, Check]
- **Reference Number:** [Insert Number if applicable]
- **Value/Amount:** [Insert Currency Amount or Asset Description]
- **Date of Transfer:** [Insert Date]

With the completion of this transfer, the Trustee has fulfilled all fiduciary duties and obligations regarding the administration of these assets. Please retain this document for your tax and personal records.

If you have any questions regarding the final accounting or the transfer process, please contact [Name of Contact] at [Phone Number/Email] within [Number] days of receipt.

Sincerely,

[Signature]

[Trustee Name]

[Trustee Title/Organization]