

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

[Date]

[Executor's Name]  
[Executor's Address]  
[City, State, Zip Code]

RE: NOTICE OF CLAIM AGAINST THE ESTATE OF [Deceased Person's Full Name]

Dear [Executor's Name],

I am writing to formally submit a claim against the Estate of [Deceased Person's Name], who passed away on [Date of Death]. This letter serves as a formal demand for payment regarding a debt owed to me by the decedent.

The details of the claim are as follows:

- **Nature of Debt:** [e.g., Unpaid invoice, personal loan, services rendered]
- **Date Incurred:** [Date]
- **Original Amount:** \$[Amount]
- **Outstanding Balance:** \$[Total Amount Owed]

Attached to this letter are copies of documentation supporting this claim, including [list attachments, e.g., contracts, invoices, receipts, or promissory notes].

Please accept this letter as a formal demand for payment from the assets of the estate. I request that you acknowledge receipt of this claim within [Number] days and provide an estimated timeline for when payment will be issued.

If you require any further documentation or information to process this claim, please contact me directly at the information provided above.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]