Date: [Insert Date]

To: [Name of Trustee]
[Trustee Address]
[City, State, Zip Code]

Re: Final Dissolution and Asset Distribution of the [Full Name of Trust]

Dear [Name of Trustee],

Pursuant to the terms and conditions set forth in the [Full Name of Trust] dated [Date Trust was Created], I/we, the undersigned Grantor(s)/Beneficiary(ies), hereby formally instruct you to begin the process of final dissolution of the Trust and the distribution of all remaining assets.

As the Trust has fulfilled its primary purpose, please proceed with the following actions:

1. **Final Accounting:** Provide a final accounting of all Trust assets, income, and expenses incurred since the last reporting period.
2. **Payment of Liabilities:** Settle all outstanding debts, taxes, and administrative fees owed by the Trust.
3. **Asset Liquidation:** [Optional: Instruct to sell specific assets or distribute in-kind].
4. **Final Distribution:** Distribute the remaining corpus and income to the beneficiaries as follows:
    - [Name of Beneficiary 1]: [Percentage or Specific Asset]
    - [Name of Beneficiary 2]: [Percentage or Specific Asset]

Upon completion of these distributions, please provide a "Receipt and Release" form to be signed by each beneficiary. Once all assets are distributed and the final tax returns are filed, the Trust shall be considered officially dissolved.

Please acknowledge receipt of this letter and provide an estimated timeline for the completion of this process.

Sincerely,

_____
[Your Signature]
[Your Printed Name]
[Your Capacity: e.g., Settlor/Grantor or Lead Beneficiary]