Letter of Instruction: Personal Property Division

To: My Executor and Family Members

Date: [Insert Date]

This letter expresses my wishes regarding the distribution of my personal tangible property. This document is not intended to replace my formal Will, but to serve as a guide for the distribution of items that may not have been specifically mentioned in legal documents.

I request that the following items be distributed to the individuals named below:

Description of Item	Recipient Name	Relationship
[Example: Gold Watch]	[Example: John Doe]	[Example: Son]
[Item 2]	[Name]	[Relationship]
[Item 3]	[Name]	[Relationship]

Special Instructions for remaining items:

[Insert instructions, e.g., donate to specific charity, sell and divide proceeds, or allow family to choose in a specific order.]

I ask that all recipients accept these gifts in the spirit of love and remembrance in which they are given. I hope this guidance prevents any confusion or disagreement among my loved ones.

Sincerely,

_____
[Your Printed Name]

Witnessed by (Optional but recommended):

_____
[Witness Name/Date]