Date: [Insert Date]

To: [Name of Investigator/Forensic Firm]
Address: [Insert Address]
Attn: [Insert Contact Person]

RE: LETTER OF INSTRUCTION
Subject: Investigation and Asset Tracing Regarding Fraudulent Conveyance
Case Reference: [Insert Case Name/Number]

Dear [Name],

This letter serves as formal instruction for your firm to commence a forensic investigation and asset tracing operation concerning suspected fraudulent conveyances performed by [Name of Debtor/Subject].

1. Background
On [Date], a [Judgment/Claim] was established in favor of [Creditor Name] in the amount of [Amount]. We believe the Subject has transferred assets to third parties (transferees) for less than fair market value to hinder, delay, or defraud creditors.

2. Scope of Work
Your investigation should include, but is not limited to:

- Identification of all real property, corporate entities, and financial accounts held by the Subject.
- Analysis of historical bank records to identify "badges of fraud" or irregular transfers.
- Tracing of specific assets transferred to [Insert Names of Known Suspected Transferees].
- Verification of the consideration paid for transferred assets.
- Determination of the Subject's insolvency status at the time of the transfers.

3. Specific Assets of Interest
Please prioritize the following known assets: [List specific property addresses, bank names, or business entities].

4. Deliverables
We require a formal written report detailing:

- The flow of funds/assets from the Subject to recipients.
- Evidence of common control between the Subject and the Transferees.
- Affidavits or expert testimony if required for future litigation.

5. Timeline and Budget
Please provide an initial status update by [Date]. The total expenditure for this phase of the investigation shall not exceed [Amount] without prior written authorization.

6. Confidentiality
All information gathered during this investigation is strictly confidential and is subject to [Attorney-Client Privilege / Work Product Doctrine]. No information should be shared with third parties without our express consent.

Please acknowledge receipt of these instructions by signing below.

Sincerely,

[Your Name/Signature]
[Your Title]
[Organization Name]

Acknowledgment:

Signature: _____
Date: _____