

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

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

Subject: Inheritance Allocation Notification

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inform you about the inheritance allocation details regarding the estate of [Deceased's Name]. As per the will dated [Date of Will], the following allocations have been made:

1. **Beneficiary Name** - Allocation: [Details of allocation]
2. **Beneficiary Name** - Allocation: [Details of allocation]
3. **Beneficiary Name** - Allocation: [Details of allocation]

Please review the enclosed documents related to the estate, including a copy of the will and the asset valuation list.

If you have any questions or require further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Relation to the Deceased]