

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

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

Dear [Recipient's Name],

Subject: Inheritance Disbursement Notification

I hope this letter finds you well. I am writing to inform you about the disbursement of the inheritance as outlined in the will of [Deceased's Name], dated [Date of the Will].

According to the terms stated in the will, you are entitled to receive [specify amount or assets being disbursed, e.g., cash, property, etc.]. We have completed the necessary legal procedures and are now in the process of distributing the inheritance.

The details of the disbursement are as follows:

- Asset Description: [Description of the assets]
- Amount: [Amount]
- Date of Disbursement: [Date]
- Method of Payment: [Check, wire transfer, etc.]

Please provide your confirmation of receipt of this letter and any required documentation to facilitate the transfer. You may reach me at [Your Phone Number] or [Your Email Address] for any questions or further clarifications.

Thank you for your cooperation during this process.

Sincerely,

[Your Name]

[Your Title or Relationship to Deceased, if applicable]