

[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 Distribution Notification

I hope this letter finds you well.

I am writing to inform you about the distribution of the inheritance as per the wishes stated in [Deceased's Name]'s will. Following the necessary legal procedures, we have determined the allocation of assets and funds as outlined below:

1. **\*\*Asset/Property Description\*\***: [Description]  
    **\*\*Beneficiary\*\***: [Beneficiary Name]  
    **\*\*Share Allocated\*\***: [Percentage/Amount]
2. **\*\*Asset/Property Description\*\***: [Description]  
    **\*\*Beneficiary\*\***: [Beneficiary Name]  
    **\*\*Share Allocated\*\***: [Percentage/Amount]
3. **\*\*Cash Distribution\*\***: [Amount]  
    **\*\*Beneficiary\*\***: [Beneficiary Name]

[Continue as necessary for additional assets and beneficiaries.]

Please review the allocated shares and let me know if you have any questions or concerns. We aim to finalize the distribution by [finalization date].

Thank you for your understanding and cooperation during this time.

Sincerely,

[Your Name]

[Your Title/Relationship to Deceased, if applicable]