

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

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

Dear [Recipient Name],

Subject: Distribution of Inheritance

I hope this letter finds you well. As you know, we are in the process of settling the estate of our late [relation, e.g., parent, sibling], [Deceased's Name]. As siblings and heirs, it is important that we communicate openly regarding the distribution of the assets contained within the estate.

After careful consideration and in alignment with [Deceased's Name]'s wishes, I propose the following terms for distribution:

1. [Asset/Property 1] - [Who receives it]
2. [Asset/Property 2] - [Who receives it]
3. [Asset/Property 3] - [Who receives it]

Please review the proposed distribution and let me know your thoughts by [response deadline]. I believe that with open communication, we can reach an agreement that honors [Deceased's Name] and is fair for all involved. Looking forward to your response.

Warm regards,

[Your Signature (if sending a hard copy)]
[Your Printed Name]