

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

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

Dear [Recipient Name],

Subject: Contribution to RDSP

I hope this letter finds you well. I am writing to formally express my intention to contribute to the Registered Disability Savings Plan (RDSP) for [Beneficiary's Name].

The purpose of this contribution is to enhance the financial security and long-term savings for [Beneficiary's Name], who is eligible for the RDSP due to [briefly explain the beneficiary's eligibility].

Enclosed, please find the details of the contribution:

- Amount: \$[Contribution Amount]
- Date of Contribution: [Contribution Date]
- RDSP Account Number: [RDSP Account Number]

I kindly request that you process this contribution at your earliest convenience. If you require any additional documentation or have questions, please do not hesitate to contact me.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]