

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

DATE

Name
Address Line 1
Address Line 2
City, State Zip Code

Re: In the Matter of the Estate of
Name

Dear Name:

Enclosed please find a copy of the Last Will and Testament of Name signed and dated DATE with your signature as a subscribing witness. Please examine the document and if you acknowledge the signature to be yours, please execute the enclosed original Affidavit of Subscribing Witness before a Notary Public and return it to us.

Thank you for your assistance. If you have any questions, please do not hesitate to call.

Sincerely,

Name

:
Enclosure