

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
Cause No.

Dear Name:

Enclosed please find a copy of the Judgment Closing Estate which was entered with the Court today. The Judgment closes the estate and authorizes you to disburse the assets in accordance with the Will. Also enclosed is the original Full Release of Lien on the property of Name which I would appreciate you forwarding to them.

I appreciate the opportunity to be of assistance to you in this matter. If you have any questions, please do not hesitate to contact me. With kindest regards, I am

Sincerely yours,

Name

:
Enclosure