

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: Conservatorship of Name

Dear Name:

My client has requested that I contact you regarding a couple of matters. First, we appreciate you and your client agreeing to sign a letter from Medicaid. Fortunately, we were able to resolve the matter without the necessity of the letter. Secondly, my client wants you to know that she is not in a position to pay your attorneys fees at this time, but will forward them to you as soon as possible. The reason for the delay is that Social Security has not yet switched the direct deposit to the new conservatorship account. My client is working to correct this problem, but is on certain as to when this will be completed.

Finally, my client informs me that her brother, Name, told her that prior to the conservatorship, he set aside funds to pay the final expenses for Name. My client respectfully request that your client prepay these funeral expenses at this time. If your client is not willing to prepay the funeral expenses from the funds set aside by Name at this time, my client will have no choice alternative but to consider alternatives for obtaining these funds.

I look forward to hearing from you soon regarding the prepayment of funeral expenses.

Sincerely,

Name

BY:

Name

/
pc: Name