

Date: [Date]

To: [Executor or Administrator Name]

[Address]

[City, State, Zip Code]

Re: Estate of [Deceased's Full Name]

Dear [Executor or Administrator Name],

I am writing to you in my capacity as a beneficiary of the estate of [Deceased's Full Name].

Pursuant to my rights under state law and the terms of the decedent's last will and testament, I hereby formally request a complete and detailed inventory and appraisal of all assets belonging to the estate.

Please provide a written report that includes, but is not limited to, the following:

- A detailed list of all real estate properties and their current appraised values.
- A listing of all bank accounts, including balances at the time of death.
- Personal property, including jewelry, vehicles, and household items.
- Investment accounts, stocks, bonds, and retirement benefits.
- Any debts or liabilities currently owed by the estate.

I request that this information be provided to me within [Number, e.g., 30] days of the date of this letter. If you require additional time or if certain appraisals are still pending, please provide a status update and a timeline for when the remaining information will be available.

Thank you for your prompt attention to this matter and for your transparency in administering the estate.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Address]

[Your Phone Number]

[Your Email Address]