

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

[Date]

[Name of Trustee]
[Address of Trustee]
[City, State, Zip Code]

RE: NOTICE OF BREACH OF CONFIDENTIALITY - [Name of Trust]

Dear [Name of Trustee],

I am writing to you in my capacity as a beneficiary of the [Name of Trust]. It has come to my attention that you have disclosed sensitive and confidential information regarding the administration of the Trust and my personal interests therein to unauthorized third parties.

Specifically, on or about [Date], it was discovered that you shared [Description of confidential information disclosed, e.g., financial statements, asset distribution details, or personal identifiers] with [Name of unauthorized recipient].

As Trustee, you owe a fiduciary duty of loyalty and confidentiality to the beneficiaries. The unauthorized disclosure of this information constitutes a clear breach of your fiduciary duties and a violation of the terms governing the Trust.

I hereby demand that you immediately:

- Cease and desist from any further unauthorized disclosures of Trust information.
- Provide a written explanation identifying all parties to whom confidential information has been disclosed.
- Outline the steps you are taking to mitigate any damage caused by this breach.
- Confirm in writing your commitment to maintaining strict confidentiality moving forward.

Please provide a formal response to this letter by [Deadline Date]. Failure to remedy this breach or provide the requested information may result in further legal action, including a petition for your removal as Trustee and a claim for damages.

I trust that you will treat this matter with the seriousness it requires.

Sincerely,

[Your Signature]

[Your Printed Name]