

[Current Date]

[Trustee Name]

[Trust Name]

[Address]

[City, State, Zip Code]

Re: Notice of Early Withdrawal Penalty - Account Number: [Account Number]

Dear [Trustee Name],

This letter serves as formal notification regarding the recent withdrawal request made from the above-referenced Trust Account on [Date of Request].

Please be advised that under the terms and conditions governing this account, the requested distribution qualifies as an early withdrawal. As a result, a penalty has been assessed in the amount of \$[Penalty Amount].

Transaction Details:

- Original Principal Amount: \$[Amount]
- Withdrawal Amount: \$[Amount]
- Early Withdrawal Penalty: \$[Amount]
- Net Distribution Amount: \$[Amount]

This penalty has been deducted from the [Principal/Interest] of the account in accordance with the Trust Agreement and applicable financial regulations. Any remaining balance will continue to accrue interest at the current rate of [Interest Rate]%.

If you have any questions regarding this penalty or the terms of your account, please contact our Trust Department at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of Bank/Financial Institution Officer]

[Title/Department]