{{p letter\_date\_insert }}

{{party.name\_on\_file}}

{{party.address\_on\_file}}

{%p if party.fax\_on\_file %}

Fax: {{party.fax\_on\_file }}

{%p endif %}

Dear Sir or Madam:

**{{p re\_line\_insert }}**

Further to the above-noted, we have now obtained {{estate.grant\_of\_language}} with respect to the above-noted Estate.

In that regard, please find enclosed the following:

1. Notarial copy of {{estate.grant\_of\_language}}; and

2. Letter of Direction.

Please close out the Deceased’s accounts and forward the proceeds payable to “{{firm\_name}}, in trust for the Estate of {{deceased.name}}” to our office as soon as possible. Please provide us with complete details of activity on the accounts since the date of death.

We look forward to hearing from you at your earliest convenience.

{{p letter\_closing\_insert}}