

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Re:    *Resignation as Trustee of the* \_\_\_\_\_ *Trust*

Dear \_\_\_\_\_,

This letter dated \_\_\_\_\_, serves as official notice of my resignation as Trustee under the \_\_\_\_\_ Trust, dated \_\_\_\_\_.

Pursuant to Paragraph 13 of said Trust Agreement, my resignation will be effective immediately and \_\_\_\_\_ as successor trustee under said trust agreement shall become the Trustee of the \_\_\_\_\_ Trust. If \_\_\_\_\_ is unwilling or unable to serve, you as the current Beneficiaries may appoint an individual or corporate fiduciary as successor Trustee. Such action must be taken with the majority consent of all of the Beneficiaries of said Trust Agreement.

Consistent with my resignation, I, as Trustee, will convey to such successor trustee, so appointed, all the rights, title and interests in and to all of the real estate held by me as Trustee under said Trust Agreement.

Sincerely,

\_\_\_\_\_

\_\_\_\_\_, Trustee

**Acceptance as Trustee of**

**The \_\_\_\_\_ Trust**

By my signature below, I, \_\_\_\_\_, accept and shall serve as Trustee under that certain trust agreement known as the \_\_\_\_\_ Trust, dated \_\_\_\_\_ and will perform the tasks or transact business by and on behalf of the Trust, or to see to it that such tasks are performed for the Trust as is required under such agreement.

IN WITNESS WHEREOF, I, \_\_\_\_\_, have executed this instrument hereto, as of the day and year set forth below.

Dated: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_, Trustee

## Instructions

### Trustee Resignation Letter

1. Name and address of Beneficiary
2. Name of trust
3. Name of Beneficiary
4. Date the letter is executed
5. Name of trust
6. Date of trust
7. Name of successor trustee named in the trust
8. Name of trust
9. Name of successor trustee
10. Signature
11. Name of initial trustee who is resigning

### Acceptance of Trustee

1. Name of trust
2. Name of new/successor trustee
3. Name of trust
4. Date of trust
5. Name of new/successor trustee
6. Date of execution
7. Signature
8. Name of new/successor trustee (person completing form)