

Dear Sir,
I am writing to you regarding the matter of the late Mr. John Doe, who passed away on the 15th of last month. I am the executor of his will and I am writing to you to inform you of the details of the estate.



I am enclosing herewith a copy of the will and a copy of the inventory of the estate.

I am sure that you will find the enclosed documents of interest.

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Yours faithfully,
John Doe

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