**Catholic Diocese of St. Petersburg**

**Sample Letter of Intent for Legacy Gift**

(Date)

Meegan Wright, Executive Director

The Catholic Foundation of the Diocese of St. Petersburg

PO Box 40200

St. Petersburg, FL 33743-0200

Dear Mrs. Wright:

In my estate plan, I have named the Diocese of St. Petersburg as a beneficiary (please see attached copy of my documentation). Please accept this letter detailing how I wish this gift to be utilized.

|  |  |  |
| --- | --- | --- |
| Amount or Percent | For the Benefit of  (entity/ministry/parish name) | To be used for  (describe if other than general use) |
|  |  |  |
|  |  |  |
|  |  |  |

If you have any questions, please contact me directly. Thank you for your assistance in this matter.

Sincerely,

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

Signature Date

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_