



**DEPARTMENT OF VETERANS AFFAIRS**  
**XXXX VA Fiduciary HUB**  
**XXXX, XX XXXXX**

**MONTH DD, YEAR**

**FIDUCIARY NAME**  
**FIDUCIARY ADDRESS**  
**CITY, STATE ZIP CODE**

**000/XXX/XX**  
**XC 00 000 000**  
**BEN NAME**

Dear **MR./MS. FIDUCIARY NAME:**

The Department of Veterans Affairs (VA) currently pays VA benefits to you as a VA fiduciary for **BENEFICIARY NAME**. We are contacting you to ensure that you are meeting the needs of **BENEFICIARY'S NAME**, the needs of any dependents (if applicable) and that you are fulfilling your fiduciary responsibilities.

Please assist us by completing the following *Beneficiary Status Report* and returning it within 15 days from the date of this letter. Additionally, you must provide a copy of the most recent financial statements for any account holding VA funds that is under your management. We appreciate your timely response.

If you would prefer to provide this information by phone, please use the number below and be prepared to fax or mail the financial statements.

Please direct any questions or concerns regarding this letter to (888) 407-0144, and select number **#**, to reach the fiduciary hub.

Sincerely yours,

**XXXX X. XXXXXX**  
Fiduciary Hub Manager  
**XXXXXX** Fiduciary Hub

Enclosure: *Beneficiary Status Report*

Enclosure E1