

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Address]
[City, State, ZIP Code]
Subject: Ownership Statement

Dear [Recipient Name],
I, [Your Name], hereby declare that I am the sole owner of [Description of Property/Asset], located at [Property Address or Description]. This property has been under my ownership since [Date of Acquisition].
As the owner, I affirm that I have the legal rights to manage, utilize, or dispose of this property as I see fit. Should you require any further information or documentation regarding the ownership of this asset, please feel free to reach out to me at the contact details provided above.
Thank you for your attention to this matter.
Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]