

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Address]  
[City, State, ZIP Code]

Subject: Property Title Ownership Confirmation

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally confirm the ownership of the property located at [Property Address].

The details of the property are as follows:

- Property Address: [Property Address]
- Legal Description: [Legal Description of Property]
- Parcel Number: [Parcel Number]
- Owner(s): [Owner(s) Name(s)]

I acquired this property on [Date of Acquisition], and it is recorded under my name in the [Name of County/City Records Office] as of [Date of Record].

Please feel free to contact me if you require any additional information or documentation regarding this property ownership.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]