

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally confirm my ownership of the vacation property located at [Property Address], which I acquired on [Date of Purchase].

The property is registered under my name in the local land registry and is solely owned by me. The purchase agreement and title deed are included for your records.

Should you need any further information or documentation, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]