

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]  
Subject: Property Deed Transfer

Dear [Recipient's Name],  
I, [Your Name], hereby transfer the property located at [Property Address] to [Recipient's Name] effective as of [Effective Date].

The details of the property are as follows:

- Legal Description: [Insert Legal Description]
- Lot Number: [Insert Lot Number]
- Parcel Number: [Insert Parcel Number]

This transfer is made in consideration of [amount or terms, if applicable]. I affirm that I am the lawful owner of the property and have the right to transfer it.

Please sign below to acknowledge the acceptance of this deed transfer.

Signature of Property Owner: \_\_\_\_\_

Printed Name: [Your Name]

Signature of Recipient: \_\_\_\_\_

Printed Name: [Recipient's Name]

Notarization (if required)

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[Notary Public Signature]

[Notary Seal]

Sincerely,

[Your Name]

[Your Title, if applicable]