

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

[Date]

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

RE: Notice of Trespass and Formal Demand to Remove Encroachment

Dear [Recipient Name],

I am writing to you regarding the property boundary between my property located at [Your Property Address] and your property located at [Recipient Property Address].

Based on a recent [survey/inspection/review of property lines], it has been determined that the following structure(s) or item(s) are currently encroaching upon my property:

[Detailed description of encroachment, e.g., a fence, shed, driveway, or retaining wall extending X feet onto your land].

This encroachment constitutes a legal trespass and an interference with my property rights. While I would prefer to resolve this matter amicably between neighbors, I must insist that the encroachment be corrected to ensure clear title and proper use of my land.

I hereby demand that you:

- Immediately cease any further construction or activity on the disputed area.
- Remove the encroaching structure(s) or item(s) from my property at your own expense.
- Restore the affected area to its original condition.

Please complete the removal and restoration no later than [Date, e.g., 30 days from now].

If the encroachment is not removed by the aforementioned date, I will be forced to pursue further legal action to protect my property rights, which may include seeking a court order for removal, damages, and legal fees.

Please contact me by [Date] to confirm your timeline for addressing this issue.

Sincerely,

[Your Signature]

[Your Printed Name]