

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Re: Notice of Title Policy Issuance - Clearance of Title Defects

Property Address: [Insert Full Property Address]

File Number: [Insert File/Reference Number]

Dear [Recipient Name],

We are pleased to inform you that the title defects previously identified in the preliminary title report for the above-referenced property have been successfully resolved and cleared of record.

Specifically, the following items have been addressed:

- [Description of Defect 1, e.g., Satisfaction of Mortgage]
- [Description of Defect 2, e.g., Release of Tax Lien]
- [Description of Defect 3, e.g., Clearance of Judgement]

Having confirmed that these matters are no longer encumbrances on the title, [Title Company Name] has officially issued the final Title Insurance Policy. Please find the enclosed policy documents for your permanent records.

This policy provides insurance coverage against future claims or losses related to the title, subject to the terms and conditions outlined in the attached document. We recommend that you store these documents in a secure location as they are essential for any future sale or refinancing of the property.

If you have any questions regarding your coverage or the resolution of the prior defects, please contact our office at [Phone Number].

Sincerely,

[Sender Name]

[Title/Position]

[Company Name]

Enclosure: Final Title Insurance Policy