

[Date]

[Grantee Name]

[Grantee Mailing Address]

[City, State, Zip Code]

RE: Confirmation of Recording - Warranty Deed

Dear [Grantee Name],

We are pleased to inform you that the Warranty Deed regarding the property located at [Property Address/Legal Description] has been officially recorded with the [County Name] Recorder's Office.

Please find the recording details below for your records:

- **Recording Date:** [Date of Recording]
- **Instrument/Document Number:** [Number]
- **Book and Page Number:** [Book/Page, if applicable]

Enclosed with this letter is [the original recorded deed / a copy of the recorded deed] for your permanent files. This document serves as formal evidence of the transfer of ownership and should be kept in a secure location.

If you have any questions regarding this filing or require further assistance, please feel free to contact our office at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Company Name]

[Title]

Enclosure: [Recorded Warranty Deed]