

[Date]

[Buyer Name]

[Buyer Mailing Address]

[City, State, Zip Code]

**RE: Confirmation of Deed Recording**

Dear [Buyer Name],

We are pleased to inform you that the Grant Deed for your recent property purchase has been officially recorded with the [County Name] County Recorder's Office.

**Property Details:**

- **Property Address:** [Property Address]
- **Recording Date:** [Date of Recording]
- **Instrument/Document Number:** [Number]

Attached to this letter is a copy of the recorded deed for your files. Please note that the original document will be mailed directly to you by the County Recorder within [Number] weeks.

We recommend that you keep this document in a safe place, as it serves as the official proof of your ownership. It is also advisable to notify your insurance provider and local utility companies of the completed transfer if you have not already done so.

Congratulations on your purchase. If you have any questions regarding this recording, please contact our office at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Company Name]

[Title]