

[Date]

[Property Owner Name]

[Mailing Address]

[City, State, Zip Code]

Re: Title Insurance Policy for [Property Address / Lot Number]

Dear [Property Owner Name],

Congratulations on the completion of your new construction project. We are pleased to provide you with your original Owner's Policy of Title Insurance regarding the property referenced above.

This document is an important legal record that protects your ownership interest in the property. It serves as your protection against potential title defects, liens, or encumbrances that may have originated prior to your ownership, including mechanics' liens related to the construction process.

Please review the attached policy carefully and keep it in a safe place with your other permanent home records. You will need this document if you decide to sell or refinance your property in the future.

If you have any questions regarding your policy or notice any discrepancies in the information provided, please contact our office at [Phone Number] or [Email Address].

Thank you for choosing [Title Company Name] for your title insurance needs.

Sincerely,

[Sender Name]

[Title]

[Company Name]

Enclosure: Owner's Policy of Title Insurance