

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

RE: Property Address: [Property Address]

File Number: [File Number]

Policy Number: [Policy Number]

Dear [Recipient Name],

Congratulations on the recent purchase of your home. Enclosed please find your original Owner's Policy of Title Insurance regarding the above-referenced property.

This document is your proof of ownership and protects your legal interest in the property. It is an important legal document that should be kept in a safe place, such as a safe deposit box or a secure home file, as it remains in effect for as long as you or your heirs own the property.

Please review the policy carefully to ensure all information is correct. If you have any questions regarding the coverage or notice any errors, please contact our office immediately.

It was a pleasure assisting you with your real estate transaction. We wish you the very best in your new home.

Sincerely,

[Your Name/Company Name]

[Phone Number]

[Email Address]

Enclosure: Owner's Title Insurance Policy