

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

RE: Recorded Deed - [Property Address]

Dear [Client Name],

We are pleased to enclose the original recorded Deed for your recent property purchase/transfer which closed on [Closing Date].

This document has been officially recorded with the [County Name] County Recorder's Office. It serves as your proof of ownership and should be kept in a safe and secure location, such as a fireproof safe or a safety deposit box.

Please note that since this is now a matter of public record, you may receive various solicitations by mail from third-party companies offering "certified copies" of your deed or property assessment services for a fee. Please be advised that these are typically unnecessary marketing solicitations, as you now possess the original document.

Thank you for choosing [Company Name] to assist you with your real estate transaction. If you have any questions or require further assistance, please do not hesitate to contact us.

Sincerely,

[Your Name/Signature]

[Your Title]

[Company Name]

Enclosure: Original Recorded Deed