

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

RE: Property Survey for [Property Address]

Dear [Recipient Name],

Congratulations once again on the recent closing of your property located at [Property Address].

Please find enclosed the final physical survey of the property, as prepared by [Surveying Company Name]. This document outlines the official boundaries, easements, and structures located on the land.

We recommend that you keep this document in a safe place along with your other closing records, as it may be required for future title insurance inquiries, building permits, or if you decide to sell or fence the property in the future.

If you have any questions regarding the details of this survey, please feel free to contact our office or the surveyor directly at [Surveyor Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

Enclosure: Property Survey