

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Re: Property Address: [Property Address]

Dear [Recipient Name],

In accordance with your request regarding the sale of the above-referenced property, please find the enclosed hazard and property disclosure documents.

The following documents are included in this package:

- Natural Hazard Disclosure (NHD) Report
- Property Transfer Disclosure Statement (TDS)
- Lead-Based Paint Disclosure (if applicable)
- State and Local Environmental Hazard Booklets
- [Additional Document Name]

These disclosures contain important information regarding the condition of the property and its proximity to specific environmental or geological hazard zones. We recommend that you review these documents thoroughly.

Please acknowledge receipt of these disclosures by signing the attached acknowledgment forms and returning a copy to my attention.

If you have any questions or require further clarification, please do not hesitate to contact me.

Sincerely,

[Your Signature]
[Your Printed Name]