

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

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

RE: Notice of Property Boundary Discrepancy - [Your Property Address/Legal Description]

Dear [Recipient Name],

I am writing to formally notify you of a discrepancy regarding the boundary line between my property, located at [Your Address], and your property, located at [Neighbor's Address].

According to a recent survey conducted on [Date of Survey] by [Name of Surveying Company/Licensed Surveyor], it appears that there is a conflict between the recorded deed descriptions and the physical markers or usage of the land. Specifically, the survey indicates that [describe the discrepancy, e.g., the fence line, a structure, or landscaping] is encroaching upon my property by approximately [number] feet/inches along the [North/South/East/West] boundary.

I have attached a copy of the survey plat and the surveyor's findings for your review. It is important that we resolve this matter to ensure that property records are accurate and to prevent any future legal or title issues for either party.

I would like to propose a meeting to discuss this matter and find an amicable solution. Please let me know your availability within the next [number] days to review the documents together. Alternatively, if you have a recent survey of your own property that contradicts these findings, please provide a copy so we can compare the data.

I look forward to resolving this matter cooperatively.

Sincerely,

[Your Signature]

[Your Printed Name]

Enclosures:

Copy of Survey Plat

[Other relevant documents]