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

[Date]

[Surveyor Name/Company Name]
[Surveyor Address]
[City, State, Zip Code]

RE: Letter of Instruction for Easement and Right of Way Delineation

Property Address: [Address of Property]
Parcel ID / APN: [Insert Number]

Dear [Surveyor Name],

This letter serves as a formal instruction to perform a professional land survey for the purpose of delineating specific easements and rights-of-way on the above-referenced property.

Specifically, you are requested to perform the following services:

- **Boundary Identification:** Verify and mark the existing property boundaries as described in the current deed.
- **Easement Delineation:** Locate and map all existing recorded easements, including but not limited to utility, drainage, and access easements.
- **Proposed Right-of-Way:** Clearly delineate the proposed [New Right-of-Way/Access Point] as per the attached [Site Plan/Legal Description].
- **Staking:** Place physical iron pins or lath stakes at all key corners and intersections of the easement and right-of-way boundaries.
- **Plat Preparation:** Provide [Number] printed copies and one digital PDF copy of a certified survey map (plat) showing all dimensions, bearings, and area calculations.

Please refer to the following documents attached for your reference: [List documents, e.g., Title Report, Preliminary Plat, or Deed].

We require the completed survey and plat by [Required Completion Date]. Please provide a written quote for these services and a timeline for commencement of the field work.

If you require access codes or have any questions regarding the site, please contact [Contact Person Name] at [Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title, if applicable]