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

[Date]

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

RE: Letter of Instruction for Comprehensive Land Title Survey and Boundary Delineation

Property Address: [Insert Full Physical Address]
Legal Description: [Insert Lot/Block/Parcel Number or Legal Reference]
County/Jurisdiction: [Insert County Name]

Dear [Surveyor Name],

This letter serves as a formal instruction to perform a comprehensive Land Title Survey and Boundary Delineation for the above-referenced property. Please proceed with the following scope of work:

- **Boundary Delineation:** Precisely locate and mark all property corners and boundary lines. Please install permanent markers or pins where they are missing.
- **Encroachments and Easements:** Identify and map all existing easements, rights-of-way, and any visible or recorded encroachments (e.g., fences, structures, or driveways) crossing the property lines.
- **Improvements:** Locate all permanent structures, utilities, and significant site improvements currently situated on the land.
- **Legal Compliance:** Ensure the survey meets the [Insert Standard, e.g., ALTA/NSPS] minimum standard detail requirements for land title surveys.
- **Certification:** The final plat must be signed, sealed by a licensed professional surveyor, and certified to: [Insert Name of Owner/Lender/Title Company].

Please provide [Number] hard copies of the certified survey map and one digital PDF copy upon completion. We require the final report no later than [Insert Deadline Date].

Please confirm your receipt of these instructions and provide an estimated timeline for the fieldwork and final delivery. Contact me directly at [Your Phone Number] if you require access codes or additional documentation.

Sincerely,

[Signature]

[Your Printed Name]
[Your Title/Capacity]