[Your Name/Law Firm Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Surveyor Name]
[Company Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

RE: Letter of Instruction - Court-Appointed Boundary Delineation
Case Name: [Case Name, e.g., Smith v. Jones]
Case Number: [Insert Case Number]
Property Address: [Insert Full Address of Subject Property]

Dear [Surveyor Name],

You have been appointed by the [Insert Court Name] pursuant to the Order dated [Insert Date of Court Order] to act as an independent expert surveyor in the above-referenced matter. This letter serves as your formal instruction regarding the scope of work required.

1. Scope of Work
You are instructed to perform a legal boundary survey to delineate the property line between [Legal Description of Property A] and [Legal Description of Property B]. Specifically, you are required to:

- Identify and mark the boundary line as described in the respective deeds.
- Identify any encroachments, including but not limited to fences, structures, or driveways.
- Place permanent markers or pins at the corners and along the disputed line.
- Prepare a certified plat/map of the survey.

2. Reference Materials
Enclosed with this letter are the following documents to assist in your survey:

- A copy of the Court Order appointing you.
- The Warranty Deeds for both properties.
- Existing historical surveys or tax maps.
- [Any other relevant title documents].

3. Expert Report
Upon completion of the field work, you are required to provide a written report addressed to the

Court. This report must include your professional findings, the methodology used, and a signed/sealed survey map. Please ensure your report remains neutral and objective as a court-appointed official.

4. Access to Property
The parties have been ordered by the Court to provide you with full access to the properties. Please provide at least [Number] days' notice to both parties before visiting the site.

5. Timeline and Fees
Please provide an estimated date of completion for the final report. Your fees will be paid [State payment arrangement, e.g., 50/50 by both parties] as per the Court Order. Please send your initial invoice to [Billing Contact Information].

Please acknowledge receipt of these instructions and confirm your availability to proceed.

Sincerely,

[Your Signature]

[Your Printed Name]
[Title, e.g., Attorney for Plaintiff / Clerk of Court]