

**Date:** [Insert Date]

**To:** [Expert Name]  
[Expert Firm/Address]  
[City, State, Zip Code]

**Re:** Letter of Instruction - Forensic Document Examination

**Case Name:** [Insert Case Name/Reference Number]

**Subject Property:** [Insert Property Address/Legal Description]

Dear [Expert Name],

I am writing to formally retain your services as a forensic document examiner to evaluate the authenticity of a property deed dated [Insert Date of Document]. There is a dispute regarding whether this document has been unlawfully altered or contains forged signatures.

### **1. Documents Provided for Examination:**

- **Questioned Document (Exhibit A):** The original [or copy] of the Grant Deed/Property Deed recorded on [Date] at [County Recorder's Office].
- **Known Standards (Exhibits B-D):** Valid signatures and handwriting samples from [Name of Individual] collected from [Source of Standards, e.g., Passport, Driver's License, or previous legal filings] dated between [Year] and [Year].

### **2. Scope of Work and Objectives:**

Please conduct a thorough forensic analysis to determine the following:

- Whether the signature appearing on the Questioned Document is the authentic signature of [Name of Individual].
- Whether there are any physical or chemical indications of alterations, erasures, or obliterations on the document.
- Whether different inks or writing instruments were used to complete different sections of the deed.
- Whether there is evidence of "cut and paste" manipulation or digital tampering if a photocopy is being analyzed.

### **3. Reporting Requirements:**

Upon completion of your examination, please provide a written report detailing your methodology, findings, and professional opinion. Your report should be prepared in a format suitable for submission as evidence in court proceedings.

### **4. Confidentiality and Deadlines:**

All materials provided and any findings resulting from your examination are to remain strictly confidential. We require your initial findings by [Insert Date].

Please acknowledge receipt of this letter and the enclosed documents. If you require additional handwriting samples or further information, please contact me immediately.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company]

[Your Phone Number]

[Your Email Address]