

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[County Recorder/Registrar of Deeds]
[County Name]
[Office Address]
[City, State, Zip Code]

RE: Recording of Multiple Deeds

To the County Recorder,

Enclosed please find [Number] original deeds for recording in [County Name]. Please record these documents in the specific order listed below:

1. **Document Type:** [e.g., Grant Deed]
Grantor: [Name]
Grantee: [Name]
Assessor's Parcel Number (APN): [Number]
2. **Document Type:** [e.g., Quitclaim Deed]
Grantor: [Name]
Grantee: [Name]
Assessor's Parcel Number (APN): [Number]
3. **Document Type:** [e.g., Trust Deed]
Grantor: [Name]
Grantee: [Name]
Assessor's Parcel Number (APN): [Number]

Included is a check (Check #[Number]) in the amount of \$[Amount] to cover the required recording fees and any applicable transfer taxes. If the fees are incorrect, please contact me immediately at [Your Phone Number].

Once recorded, please return the original documents to the following address:

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

I have also enclosed a self-addressed stamped envelope (SASE) for your convenience. Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]