

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

[Date]

[Neighbor's Name]
[Neighbor's Address]
[City, State, Zip Code]

RE: Notice of Dispute Regarding Easement on [Property Address/Legal Description]

Dear [Neighbor's Name],

I am writing to you regarding the easement located at [describe location of easement].

It has come to my attention that there is a disagreement concerning the use and maintenance of this easement. Specifically, the following issue has arisen: [briefly describe the problem, e.g., blockage of access, unauthorized construction, or failure to perform repairs].

According to my records and the property deed dated [Date], the terms of the easement state: [briefly quote or summarize the relevant easement right]. My goal is to ensure that both parties can exercise their property rights in accordance with the law and recorded agreements.

I would like to resolve this matter amicably and without the need for formal legal intervention. I propose that we meet on [Date] at [Time] to discuss a mutually beneficial solution. If that time does not work for you, please suggest an alternative date within the next [Number] days.

I look forward to hearing from you soon so we can settle this matter productively.

Sincerely,

[Your Signature]

[Your Printed Name]