

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

[Date]

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

RE: Proposal for Formal Modification of Easement - [Property Address/Legal Description]

Dear [Recipient Name],

I am writing to you regarding the existing easement located at [describe location of easement] on the property located at [your property address]. As the owner of the servient estate, I am formally proposing a modification to the terms of the current easement recorded on [Date of Original Record] in [Book/Page/Instrument Number].

The purpose of this proposal is to resolve [describe the issue, e.g., ambiguity in the language, physical obstruction, or change in land use] in a manner that serves the interests of both parties. Specifically, I propose the following modifications:

- [Proposed Modification 1]
- [Proposed Modification 2]

I believe that these adjustments will clarify the rights of both parties and prevent future disputes. It is my preference to resolve this matter amicably and through mutual agreement via a recorded Modification of Easement Agreement.

Please be advised that if we are unable to reach a resolution through this informal process, I am prepared to initiate a Quiet Title Action in [County Name] Superior Court to seek a judicial determination of the rights, status, and boundaries of the easement in question. I would prefer to avoid the expense and time associated with litigation and hope you feel the same.

Please review this proposal and provide your response, or have your legal counsel contact me, by [Date - typically 10-14 days]. If I do not hear from you by this date, I will assume that a mutual agreement cannot be reached and will proceed with legal action accordingly.

I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]