

Property Transfer Request

Date: [Insert Date]

To:

[Recipient's Name]

[Recipient's Address]

Subject: Request for Property Transfer due to Inheritance

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request the transfer of property located at [Property Address], which I have inherited following the passing of [Deceased's Name], under whose will I am named as a beneficiary.

As per the last will and testament dated [Date of the Will], I am entitled to receive the aforementioned property. I have attached a copy of the death certificate and the will for your reference.

Kindly initiate the necessary steps to facilitate this transfer at your earliest convenience. If there are any forms or additional information required, please let me know.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]