

Property Share Transfer Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you of my intention to transfer my share of the property located at [Property Address] to you. This property is held jointly under the terms of [describe the ownership agreement, if any].

Details of the transfer are as follows:

- Current Owner: [Your Name]
- New Owner: [Recipient's Name]
- Property Address: [Property Address]
- Percentage of Ownership: [Percentage]

Please acknowledge your acceptance of this transfer by signing below and returning a copy of this letter to me. I also recommend that we finalize this transfer with the help of a legal professional to ensure all requirements are met.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

Accepted and agreed by:

[Recipient's Name]