

# Letter of Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Agency/Organization Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request verification of the authenticity of a land title belonging to [Insert Owner's Name], located at [Insert Property Address]. The details of the title are as follows:

- Title Number: [Insert Title Number]
- Parcel Number: [Insert Parcel Number]
- Date of Issue: [Insert Date of Issue]

As part of my due diligence process, I would appreciate your assistance in confirming whether this title is authentic and free from any encumbrances or disputes. Your timely response will greatly aid in the progression of this matter.

Thank you for your attention to this request. Should you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]