

# Deed Ownership Transition Notice

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

This letter serves as formal notice of the transition of ownership of the property located at [Property Address]. Effective [Effective Date], the ownership of the property will be transferred from [Current Owner's Name] to [New Owner's Name].

All rights and responsibilities associated with the property, including but not limited to, maintenance, taxes, and any existing leases will be assumed by [New Owner's Name]. Please feel free to contact us should you have any questions or require further information regarding this transition.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]