

Property Title Change Notification

Date: [Insert Date]

To: [Insert Recipient's Name]

Address: [Insert Recipient's Address]

Dear [Insert Recipient's Name],

We are writing to inform you about a recent change in the title of the property located at [Insert Property Address]. As of [Insert Effective Date], the property title has been officially transferred from [Previous Owner's Name] to [New Owner's Name].

This change has been recorded with the [Insert Relevant Authority/Registry] and is effective immediately. Please update your records accordingly.

If you have any questions regarding this change, do not hesitate to reach out to us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Contact Information]