

**LETTER TO
AFFIDAVIT FOR TITLE TRANSFER**

NAME

ADDRESS

CITY, STATE, ZIP CODE

Dear

We have prepared the enclosed affidavit for the purpose of establishing your title to Grave(s) _____, Lot _____, Block _____, Section _____, in _____ Cemetery. The affidavit should be executed by you in the presence of a notary public.

When completed, the affidavit should be returned to this office in the enclosed envelope, accompanied by the original deed in the name of _____ and a remittance of \$_____ to cover the recording fee.

In the event that the original deed has been lost we have also prepared the enclosed lost deed statement. This should be dated and signed by you in the presence of two witnesses and also returned to us.

When received, the instruments will be placed on file and our records will be changed accordingly. A new certificate of ownership in your name will then be issued.

Very truly yours,

Enclosure