

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

D A T E

N A M E  
C O M P A N Y  
A D D R E S S L I N E  
C I T Y , S T A T E Z I P C O D E

Re: N A M E V S . N A M E

Dear N A M E:

Enclosed please find the original and two copies of the Complaint to Reform Title in Deed of Trust on the above referenced matter and our check in the amount of \$ for filing fee. Please send a stamped "filed" copy back to us in the enclosed envelope.

We have enclosed a summons for N A M E and our check in the amount of \$ to the Sheriff of County.

Should you have any questions, please do not hesitate to call our office at .

Sincerely,

N A M E

:  
Enclosure