

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

<date>

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

<Name>
<address>
<address>
<address>

Re: Easement

Dear <Name>:

Our firm represents _____ . As you may know, _____ is the owner of approximately five acres adjoining your subdivision located on _____ .

According to my client, there is a road approximately parallel to the property line between your property and _____ property which crosses your property for approximately 500 feet which has been used for ingress and egress on to his property for over 50 years. While I believe that the use of the road for all of these years has resulted in an easement by use under _____ law, my client would prefer to have the easement formalized through the execution and filing of a written easement from you rather than through court confirmation.

Please give this matter your consideration and inform me at your earliest convenience as to whether you will voluntarily execute the requested easement.

Thank you in advance for your consideration in this matter.

Sincerely,

BY: