

# Letter to Transfer Ownership of Property

## **Subject: Transfer of Ownership of Property**

Dear Mr. / Mrs. [Buyer's Name],

This is to inform you that I, [Your Name], the owner of [Name or Identity of the Property] am transferring you the right of ownership of the said property. As per our agreed terms and conditions, your right of ownership will be effective from [mention Date].

The property under the subject is located at [mention Address] and has an area of [mention Area]. As per our agreement, it will be sold to you for an amount of [mention Amount]. Upon the final settlement of payment and on completion of all other formalities, you will become the rightful owner of the property under subject.

If you have any queries, feel free to contact me any time.

Yours Truly,

[Your Name]

[Contact Details]