

## LETTER TO TRUST DEED

NAME

ADDRESS

CITY, STATE, ZIP CODE

Dear

We have prepared the enclosed trust deed to Lot \_\_\_\_\_ , Block \_\_\_\_\_ , Section \_\_\_\_\_ , in \_\_\_\_\_ Cemetery to provide for the future burial of yourself and any relative related by blood or marriage. The trust deed should be dated and signed by you in the presence of two witnesses.

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

In the event that you have not been able to locate the original deed, we have also enclosed a lost deed statement for you to execute. This should be dated and signed by you in the presence of two witnesses and also returned to us.

Upon receipt of the trust deed, original deed or lost deed statement, and the remittance, the instruments will be placed on file and our records will be changed accordingly. One copy of the trust deed will be furnished to you, and should you wish any additional copies, they may be obtained for \$ \_\_\_\_\_ each.

Very truly yours,

Enclosure