

February 8, 2007

Gateway Title Land America  
1405 N. San Fernando  
Burbank, CA 91504  
Tel: (818)593-1011  
Order# .....

**SAMPLE**

Att: Gary Borovay

Subject: Oceanside Marketplace Lot Merger

Please Pick up Notice of Lot Merger, Certificate of Compliance No..... , and Deeds from City of Oceanside, Engineering Department.

Please record the Notice of Lot Merger first then certificate of compliance. Enter the recording data of the certificate of compliance in the blank spaces provided within the Grant Deeds and then record.

Please e-mail complete digital copy of final recorded documents to mwagner@ci.oceanside.ca.us.

Regards,

John Smith L.S.

XXXX Engineering/Surveying Co.  
3000 Coast HWY  
Oceanside, CA 92054  
Tel:(760) 222-2222  
Fax:(760)222-2222