**Suggested Format for Possession Letter For A Property**

I, ————————, do hereby declare:

1) That I am the owner and in possession of property bearing number —————————with the freehold rights of the land thereto and competent to handover the possession of the property. I have already executed the title documents of the said property in favor of the person now taking possession from me pursuant to the same.

2) That I have sold and transferred the property thereto to Sh.——————  
That I have delivered the actual physical vacant possession of the property thereto to the above-named purchaser on the spot and I have received the entire full and final consideration amount from the above-named purchaser.

POSSESSION HANDED OVER BY

POSSESSION TAKEN OVER

PLACE:  
DATED