

January 11, 2012

Mr. John Doe  
666 Devils lane  
Logansport, IN 46947

Dear Mr.Doe:

This letter is to inform you that as a result of your recent conduct, your presence is no longer permitted on the XYZ property.

This letter is to be considered written personal communication under provision of IC 35-43-2-2 (criminal trespass of the Indiana code).

If you return and enter upon this XYZ property, you will be subject to arrest and criminal prosecution.

Sincerely,

Angie Vizcarra  
Property Manager

- file
- Police Dept.
- Certified mail
- (name of other)