

**Mr/Ms/Mrs First M.I. Last  
Street Address  
City, State ZIP  
Phone #  
email@email.com**

**DATE**

**Greetings Sir (or Ma'am),**

**My name is (your name). I have lived in (your town) for (number of) years. (Other things about yourself or family – keep short). Normally I would prefer to approach you in person, but I feel that a letter beforehand is far less intrusive than just knocking on your door at an inconvenient time and invading your privacy.**

**I'm writing to ask for permission to use a metal detector on your property at (address or location). I've been engaged in the hobby for about (years) now and I find that it is a good source of exercise and a great way to meet many interesting people. I realize this may be a strange request, but the thrill of finding old coins, buttons, & etc is very exciting to me. Recently, I ran across information about the history of your property and the area surrounding it. Needless to say, I've been intrigued about how old the area really is.**

**I want you to know that I respect all properties that I search and always leave them in the same condition that I find them. Normally, the targets that I uncover are no more than four to six inches deep, and I retrieve them in such a way that the ground appears undisturbed.**

**In addition, I would like to offer my services to you. Perhaps you or someone you know has lost a favorite piece of jewelry or other valued metal object. I would be glad to try and find it for you, just for the thrill of the search. Otherwise, if you have a couple of chores I can help you with while I'm there, I would be glad to offer a hand in return.**

**I have enclosed a self addressed envelope for your convenience and would be happy to meet with you if further discussion is required. If you have any questions, please feel free to call me anytime. My phone number is listed above.**

**Thank you so much for your consideration, and I'm looking forward to hearing from you.**

**Very Respectfully,**

**(Sign your name here)**

**(Type your name here)**

**NOTE 2: Also use the following additional format when dealing with companies (especially such as contractors at a construction site) where safety and liability is a primary concern.**

## **Release of Personal Liability and Permission to Metal Detect on Private Property**

The areas I wish to hunt include open fields, lawn areas, along sidewalks, (etc, etc). The guidelines below are a generally accepted ethical list of rules governing metal detecting enthusiasts that I will follow:

- 1. Dig no more than a few inches below the soil surface**
- 2. Always return grass/soil to its original state**
- 3. Avoid specially manicured areas (golf course greens, etc)**
- 4. Never re-bury trash items, dispose of refuse properly**
- 5. Never interfere with occupied or storage areas**
- 6. Make every attempt to locate rightful owners of precious finds or items of possible sentimental value**
- 7. Never hunt after nightfall**
- 8. Follow all instruction of the site foreman and abide by safety notices**

Thank you for considering my request sir (or ma'am). Approval will not only help me enjoy this newly-acquired hobby but help make (name of city) a cleaner community. Furthermore, I accept full responsibility for everything I do and hereby release you from all potential personal liability that may result from any of my accidents. I also understand that any limited approval granted by you may be revoked at any time and I promise that I will never abuse your trust or become a nuisance.

Signed,

(Type Name)          Date

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I, \_\_\_\_\_ hereby give my express permission to (Your Name) to venture onto my property for the purpose of his (her) metal detecting hobby. I also understand that I may withdraw this agreement or revise in any way, and at any time as I see fit upon written or oral notice.

Signed

\_\_\_\_\_  
Owner, (type Address of location of property)

\_\_\_\_\_  
DATE