

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inform you about an upcoming auction that will feature my car, [Make, Model, Year], which I am putting up for sale.

Details of the auction are as follows:

- ****Auction Date:**** [Date]
- ****Auction Time:**** [Time]
- ****Location:**** [Auction House/Location Address]

The car has [mention any specific features, mileage, service history, or any modifications]. It has been well-maintained and is in [excellent/good/fair] condition. I believe it will be a great addition to any car enthusiast or daily driver.

I invite you to attend the auction and see the vehicle for yourself. If you have any questions or would like more information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering my car, and I hope to see you at the auction.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]