

[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 that I am looking to sell my vehicle, a [Year, Make, Model], and I believe it may be of interest to you.

****Vehicle Details:****

- Year: [Year]
- Make: [Make]
- Model: [Model]
- VIN: [Vehicle Identification Number]
- Mileage: [Mileage]
- Condition: [Condition - e.g., excellent, good, fair]
- Asking Price: \$[Asking Price]

****Additional Information:****

- Features: [List any relevant features, e.g., new tires, service history, accident history, etc.]
- Reason for Sale: [Brief reason for selling the vehicle]
- Any warranties remaining: [Details about any warranties if applicable]

I have attached a few photographs of the vehicle for your review.

If you are interested or have any questions, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address]. I would be happy to arrange a time for you to see the vehicle in person or discuss it further.

Thank you for considering this opportunity. I look forward to hearing from you soon.

Best regards,

[Your Name]

[Signature (if sending a hard copy)]