

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

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

Dear [Buyer's Name],

I hope this message finds you well. I am writing to formally offer my vehicle for sale, which I believe may meet your needs. Below are the details of the car:

**\*\*Make and Model:\*\*** [Make and Model of the Car]

**\*\*Year:\*\*** [Year]

**\*\*Mileage:\*\*** [Mileage]

**\*\*Condition:\*\*** [Condition of the Car (e.g., used, excellent, good, etc.)]

**\*\*Price:\*\*** [Asking Price]

**\*\*VIN:\*\*** [Vehicle Identification Number]

The vehicle has been well-maintained and [include any specific features, upgrades, or recent repairs]. I am happy to provide additional photos and answer any questions you may have.

If you are interested, I would love to arrange a time for you to see the car and take it for a test drive. Please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

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

Best regards,  
[Your Name]