

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

[Recipient Name]  
[Recipient Title]  
[Department or Organization Name]  
[Address]  
[City, State, Zip Code]

Subject: Appeal for HGV Registration

Dear [Recipient Name],

I am writing to formally appeal the decision regarding the registration of my Heavy Goods Vehicle (HGV) [insert vehicle details, e.g., make, model, registration number].

[Briefly explain the reason for your appeal, including any relevant details or circumstances surrounding the registration decision.]

I believe that [insert your reasoning, such as errors in the initial decision, supporting documentation, or compliance with regulations].

Please find attached [any supporting documents, such as receipts, correspondence, etc.].

I appreciate your attention to this matter and look forward to a favorable resolution. Thank you for considering my appeal.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]