

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

JX Peterbilt

[Branch Address]
[City, State, Zip Code]

Subject: Registration Renewal Request for [Truck Model] - [VIN/Asset Number]

Dear JX Peterbilt Team,

I hope this letter finds you well. I am writing to request the renewal of the registration for my [Truck Model] with the Vehicle Identification Number (VIN): [VIN/Asset Number].

Please find attached all necessary documentation required for the renewal, including:

1. Copy of current registration
2. Proof of insurance
3. Payment for renewal fees

I would appreciate your prompt attention to this matter. If you require any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Company Name, if applicable]