

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

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Repair Estimate for JX Peterbilt

We appreciate your inquiry regarding the repair estimates for the JX Peterbilt unit. Below, please find a detailed breakdown of the estimated costs associated with the necessary repairs:

****Unit Information:****

- ****Model:**** [Model Number]
- ****VIN:**** [Vehicle Identification Number]

****Estimated Repair Costs:****

1. ****Description of Repair 1****

- Parts: \$[Cost]
- Labor: \$[Cost]
- Total: \$[Cost]

2. ****Description of Repair 2****

- Parts: \$[Cost]
- Labor: \$[Cost]
- Total: \$[Cost]

3. ****Description of Repair 3****

- Parts: \$[Cost]
- Labor: \$[Cost]
- Total: \$[Cost]

****Total Estimated Cost:**** \$[Total Cost]

Please note that this estimate is subject to change based on further inspection and any additional repairs that may be identified during the service process. We aim to provide the highest quality service to ensure your satisfaction.

If you have any questions or require further clarification, please do not hesitate to contact me directly.

Thank you for considering [Your Company Name] for your repair needs.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]