

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Appraiser's Name]
[Appraisal Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Appraiser's Name],

I hope this letter finds you well. I am writing to formally request an appraisal for my vehicle, a [Year, Make, Model of Vehicle], with VIN [Vehicle Identification Number]. I am seeking this appraisal for [reason for appraisal, e.g., sale, trade-in, insurance, etc.].

To assist you in this process, I have included the following details about my vehicle:

- Mileage: [Current Mileage]
- Condition: [Brief description of the vehicle's condition]
- Any recent upgrades or modifications: [List any upgrades or modifications]

Please let me know if you require any additional information to complete the appraisal. I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]