

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

National Transport and Safety Authority (NTSA)

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

Subject: Request for Vehicle Inspection

Dear Sir/Madam,

I am writing to formally request an inspection for my vehicle as per the requirements set forth by the National Transport and Safety Authority.

Below are the relevant details:

- Vehicle Make: [Make]
- Vehicle Model: [Model]
- Vehicle Registration Number: [Registration Number]
- Chassis Number: [Chassis Number]
- Owner's Name: [Owner's Name]
- Owner's Contact Information: [Phone Number, Email]

I kindly request that you schedule an inspection at your earliest convenience. Please let me know the available dates and times for the inspection.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]