

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

National Transport and Safety Authority (NTSA)

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

Subject: Request for Vehicle Registration

Dear Sir/Madam,

I am writing to request the registration of my vehicle as per the requirements of the National Transport and Safety Authority. Below are the details of the vehicle for your reference:

- Vehicle Make: [Make]
- Vehicle Model: [Model]
- Year of Manufacture: [Year]
- Chassis Number: [Chassis Number]
- Engine Number: [Engine Number]
- Color: [Color]
- Previous Registration Number (if applicable): [Previous Number]

I have attached the necessary documents including proof of ownership, a copy of my identification, and any other required forms to facilitate this process.

Please let me know if you require any further information or clarification.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]