

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Subject: Letter of Ownership Transfer

Dear [Recipient's Name],

I, [Your Name], hereby declare the transfer of ownership of the following property:

- Description of the property (e.g., vehicle, real estate, etc.)
- Identification Number (e.g., VIN for vehicles, legal description for real estate)

This transfer takes effect on [Effective Date]. I confirm that I am the legal owner of the above-mentioned property and have the full rights to transfer ownership.

I hereby transfer all rights, interests, and title of the property to [Recipient's Name].

Please find enclosed any necessary documentation to facilitate this transfer.

Thank you for your cooperation.

Sincerely,

[Your Signature]
[Your Printed Name]