

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

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

Subject: Vehicle Owner Transfer Letter

Dear [Recipient Name],

I, [Your Name], the current owner of the vehicle listed below, hereby authorize the transfer of ownership to [Recipient Name].

****Vehicle Details:****

- Make: [Vehicle Make]
- Model: [Vehicle Model]
- Year: [Vehicle Year]
- VIN: [Vehicle Identification Number]
- License Plate Number: [License Plate Number]

The reason for this transfer is [reason for transfer, if applicable]. I confirm that the vehicle is free of any liens and encumbrances.

Please find attached a copy of my identification for verification purposes.

Should you have any questions or require further information, please feel free to contact me at the phone number or email address provided above.

Sincerely,

[Your Signature]

[Your Printed Name]