

****Car Ownership Transfer Notification****

****Date:**** [Date]

****To:**** [Recipient Name]

****Address:**** [Recipient Address]

****From:**** [Current Owner Name]

****Address:**** [Current Owner Address]

****Subject:**** Notification of Car Ownership Transfer

Dear [Recipient Name],

I am writing to formally notify you of the transfer of ownership for the vehicle detailed below:

****Vehicle Information:****

- ****Make:**** [Make]

- ****Model:**** [Model]

- ****Year:**** [Year]

- ****VIN:**** [Vehicle Identification Number]

- ****License Plate Number:**** [Plate Number]

****Transfer Details:****

- ****New Owner Name:**** [New Owner Name]

- ****New Owner Address:**** [New Owner Address]

- ****Date of Transfer:**** [Date of Transfer]

I confirm that I have sold/gifted the above-mentioned vehicle to [New Owner Name] as of the date stated. The new owner has been informed of the required processes for the transfer of registration and title.

Please update your records accordingly.

Thank you for your attention to this matter.

Sincerely,

[Current Owner Name]

[Contact Information]