

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

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

Subject: Vehicle Sale Ownership Transfer Letter

Dear [Recipient Name],

I, [Your Name], hereby agree to transfer the ownership of my vehicle, details of which are listed below, to [Recipient Name].

****Vehicle Details:****

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

The sale date is [Sale Date], and the sale amount is [Sale Amount]. By signing this letter, I confirm that I am the rightful owner of the vehicle and have the authority to sell it.

Please find attached the necessary documents for the transfer of ownership.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]
[Your Printed Name]
[Recipient Signature]
[Recipient Printed Name]
[Date]