

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

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

Subject: Vehicle Sale Transfer Letter

Dear [Recipient's Name],

I, [Your Name], hereby confirm the sale and transfer of ownership of the vehicle described below to you:

****Vehicle Details:****

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

****Sale Details:****

- Sale Price: [Sale Price]
- Date of Sale: [Date of Sale]

I confirm that the vehicle is sold free of any liens or encumbrances. All necessary documents, including the registration certificate and bill of sale, will be provided to you to complete the transfer process.

Please sign below to acknowledge the acceptance of this vehicle as part of the sale.

[Your Name] (Seller)

[Recipient's Name] (Buyer)

Thank you.

Sincerely,

[Your Signature]

[Your Printed Name]