

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Seller's Name]
[Dealership/Company Name]
[Seller's Address]
[City, State, Zip Code]

Dear [Seller's Name],

Subject: Letter of Intent for Vehicle Purchase

I am writing to express my intent to purchase the following vehicle:

****Make:**** [Make]
****Model:**** [Model]
****Year:**** [Year]
****VIN:**** [Vehicle Identification Number]
****Purchase Price:**** \$[Amount]

I would like to outline the following terms and conditions:

1. ****Deposit:**** I am prepared to provide a deposit of \$[Amount] upon agreement.
2. ****Payment Method:**** I intend to pay via [financing/cash/check].
3. ****Inspection:**** I request a vehicle inspection prior to finalizing the sale.
4. ****Closing Date:**** I would like to close the transaction by [Date].

Please confirm your acceptance of this letter of intent to proceed with the purchase. I look forward to your prompt response.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]