

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Dealer's Name]  
[Dealership Name]  
[Dealership Address]  
[City, State, ZIP Code]

Dear [Dealer's Name],

Subject: Vehicle Purchase Confirmation

I am writing to confirm my intention to purchase the following vehicle:

- \*\*Make:\*\* [Vehicle Make]
- \*\*Model:\*\* [Vehicle Model]
- \*\*Year:\*\* [Vehicle Year]
- \*\*VIN:\*\* [Vehicle Identification Number]
- \*\*Purchase Price:\*\* [Agreed Price]

As discussed, I would like to proceed with the purchase under the agreed terms. Please let me know if any further documentation or information is required from my side to facilitate this transaction.

Thank you for your assistance. I look forward to completing the purchase.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]