

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

[Department of Motor Vehicles]
[Address of DMV]
[City, State, Zip Code]

Subject: Letter of Intent for Vehicle Registration

Dear [DMV Official's Name or "To Whom It May Concern"],
I am writing to formally express my intent to register my vehicle, [Make, Model, Year], with the Vehicle Identification Number (VIN) [VIN Number]. I understand the necessary procedures and requirements for registration and am prepared to provide all required documentation. I intend to register my vehicle on [Proposed Registration Date] and will submit the following documents:

- Proof of ownership (e.g., title or bill of sale)
- Proof of identity and residency
- Completed registration application form
- Payment for registration fees

I appreciate your assistance in this matter and look forward to your guidance on any additional steps required to complete the registration process.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]