

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

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

Dear [Seller's Name],

I hope this message finds you well. I am writing to express my interest in purchasing the [make, model, year] vehicle you have listed for sale. After reviewing the details provided in your advertisement, I would like to proceed with the following terms:

1. ****Vehicle Details****:

- Make: [Make]
- Model: [Model]
- Year: [Year]
- VIN: [Vehicle Identification Number]

2. ****Purchase Price****:

- Agreed Price: \$[Amount]

3. ****Payment Method****:

- I intend to pay via [check/cash/bank transfer] upon the completion of all necessary paperwork.

4. ****Inspection and Test Drive****:

- I would like to schedule a time for a test drive and inspection of the vehicle at your convenience. Please let me know what times work for you.

5. ****Transfer of Ownership****:

- Upon agreement, I would like to complete the paperwork necessary for the transfer of ownership as soon as possible.

Please confirm your acceptance of this offer or any terms you would like to discuss further. I am looking forward to your response.

Thank you for your time.

Sincerely,

[Your Name]