

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

[Recipient Name]  
[JX Peterbilt]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Lease Agreement for [Vehicle Description/Model]

I am writing to formally express my intent to enter into a lease agreement for a [specific vehicle model, year, and identification number] with JX Peterbilt.

Enclosed with this letter are the necessary documents required for processing the lease, including:

1. Completed application form
2. Proof of income
3. Credit report

I appreciate your assistance in this matter and look forward to discussing the lease terms at your earliest convenience. Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title, if applicable]