

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

JX Peterbilt

[Dealer Address]  
[City, State, Zip Code]

Subject: Parts Return Request

Dear JX Peterbilt Team,

I am writing to formally request the return of parts purchased from your dealership. Below are the details related to my order:

- Order Number: [Insert Order Number]
- Purchase Date: [Insert Purchase Date]
- Part Number(s): [Insert Part Number(s)]
- Description of Parts: [Insert Description of Parts]
- Reason for Return: [Insert Reason for Return]

I have ensured that the parts are in their original packaging and unused condition. As per your return policy, I would appreciate instructions on how to proceed with the return process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]  
[Your Position/Title, if applicable]