

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[XKR Service Center Name]
[Service Center Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request a detailed service history for my vehicle, a Jaguar XKR, with the VIN [Your VIN Number].

I would appreciate it if you could provide all records of maintenance and repairs performed on my vehicle, including dates and descriptions of the services rendered. This information is crucial for my records and future servicing needs.

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

Sincerely,
[Your Name]