

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

U-Haul Rental Office

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

Dear U-Haul Rental Office,

I hope this message finds you well. I am writing to request the rental of a U-Haul truck for my upcoming move. Below are the details of my rental request:

****Rental Details:****

- ****Type of Vehicle:**** [e.g., 10-foot truck, 15-foot truck, etc.]
- ****Pick-up Location:**** [Preferred pick-up location]
- ****Pick-up Date:**** [Date]
- ****Return Date:**** [Date]
- ****Estimated Mileage:**** [Approximate miles]
- ****Additional Equipment Needed:**** [e.g., dolly, moving blankets, etc.]

If possible, please confirm the availability of the vehicle and any additional costs associated with the rental.

I appreciate your assistance and look forward to your prompt response.

Thank you,
[Your Name]