

Vehicle Transfer Letter - Sale to Individual Buyer

Subject: Transfer of Ownership - [Vehicle Make/Model/Year]

Dear [Buyer's Name],

This letter serves as official documentation for the transfer of ownership of my vehicle to you. The details of the vehicle and transaction are as follows:

Vehicle Information:

Make: [Brand]

Model: [Model Name]

Year: [Year]

VIN: [Vehicle Identification Number]

License Plate: [Plate Number]

Odometer Reading: [Mileage] miles

Color: [Color]

Transfer Details:

Sale Price: \$[Amount]

Date of Transfer: [Date]

Payment Method: [Cash/Check/Bank Transfer]

I, [Your Full Name], hereby confirm that I am the legal owner of the above-mentioned vehicle and have the authority to transfer ownership. I certify that the vehicle is free from any liens, loans, or encumbrances unless otherwise disclosed in our sales agreement.

The vehicle is being sold in its current condition. All keys, documents, and accessories mentioned in our agreement are included with this transfer.

Please ensure you register the vehicle under your name with the appropriate authorities within the required timeframe to avoid any penalties or complications.

If you have any questions regarding this transfer, please contact me at [Your Phone Number] or [Your Email].

Sincerely,

[Your Full Name]

[Your Signature]

[Date]

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