

# Vehicle Leasing Inquiry

Date: [Insert Date]

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Leasing Company Name]

[Leasing Company Address]

[City, State, Zip Code]

Dear [Leasing Company Contact Name],

I am writing to inquire about vehicle leasing options available for business purposes through your company. We are looking to expand our fleet and would like to understand the various leasing packages and terms you offer.

Specifically, we are interested in the following details:

- Types of vehicles available for lease
- Leasing terms and conditions
- Pricing and payment options
- Maintenance and insurance coverage

Please provide any brochures or documents that could help us in making a decision. We are eager to explore potential partnerships and look forward to your prompt reply.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]