

Trade-In Evaluation Request

Date: [Insert Date]

To: [Dealer's Name]

[Dealer's Address]

[City, State, Zip Code]

Dear [Dealer's Name],

I am writing to request a trade-in evaluation for my vehicle. Below are the details of my car:

- **Make:** [Insert Make]
- **Model:** [Insert Model]
- **Year:** [Insert Year]
- **VIN:** [Insert VIN]
- **Mileage:** [Insert Mileage]

I would appreciate it if you could provide me with an estimated trade-in value. Please let me know if you require any additional information or if I need to bring my vehicle in for an inspection.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email]