

# Request for Vehicle Import Permit Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Authority's Name]

[Authority's Position]

[Department/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Authority's Name],

I am writing to formally request approval for a vehicle import permit for my [describe vehicle, e.g., "2018 Toyota Camry"]. I intend to import this vehicle from [Country of Origin] and anticipate its arrival on [Expected Arrival Date].

The details of the vehicle are as follows:

- Make: [Make]
- Model: [Model]
- Year: [Year]
- VIN: [Vehicle Identification Number]
- Engine Size: [Engine Size]
- Color: [Color]

I have attached all necessary documents for your review, including the purchase invoice, shipping details, and compliance certifications.

I appreciate your attention to this matter and look forward to your positive response regarding my request for a vehicle import permit.

Thank you for your assistance.

Sincerely,

[Your Name]