

Vehicle Decommissioning Documentation for Resale Approval

Date: [Insert Date]

To Whom It May Concern,

I am writing to inform you that the vehicle with the following details has been decommissioned and is now available for resale:

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

This vehicle has been properly decommissioned in accordance with all applicable regulations and guidelines. All necessary documentation is attached for your review and approval.

Please let me know if any further information is required.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]