

Transferring vehicle ownership to a new owner

Subject: Vehicle Ownership Name Transfer Request

Dear [RTO/Authority Name],

I hereby request the transfer of ownership for the vehicle with registration number [Vehicle Number] from [Current Owner Name] to [New Owner Name]. Enclosed are all necessary documents including the RC, insurance, and ID proofs.

Please confirm once the transfer has been completed.

Best regards,

[Your Name]

[Contact Information]

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