



December 13, 2015

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Re: Vehicle Transfer Notification
2012 FORD
VIN: 1234567890ABFDCJH

Dear Sir or Madam:

We verified receipt of your Texas Motor Vehicle Transfer Notification. We updated our record with the sale date you indicated of December 1, 2011. A title was issued to a new owner on December 12, 2012.

You may present this letter as proof of the date of sale and termination of ownership of this vehicle. We suggest you keep a copy for your records.

Sincerely,

Lindsay Frank
Consumer Relations Division