

Asset Ownership Change Letter (Movable Asset)

Date: _____

From:

Name: _____

Address: _____

Contact: _____

To:

Name: _____

Address: _____

Contact: _____

Subject:

Notification of Change of Ownership for Movable Asset

Dear Sir/Madam,

This letter serves as formal notification of the change of ownership for the following movable asset:

Asset Details:

Description: _____

Make/Model: _____

Serial Number: _____

Unique ID/Registration No.: _____

Other Details: _____

I, _____ (previous owner), hereby confirm the transfer of full ownership and possession of the above asset to _____ (new owner), effective from _____ (date).

Both parties hereby acknowledge the completion of the transfer, free of any encumbrances, and agree to update all relevant records accordingly.

Previous Owner

Signature: _____

Name: _____

Date: _____

New Owner

Signature: _____

Name: _____

Date: _____

Important Notes:

- Ensure all details are accurately filled and verified by both parties.
- Attach copies of valid identification for both previous and new owners.
- Keep this letter for official record and future reference.
- Check if local regulations require additional forms or notifications for certain assets.
- It is advisable to conduct an asset inspection at the time of transfer.