

MAIL to SELF

Your name

Your address

Date

Dear Mr. / Ms. (Manager's name)

Subject: Demand to return personal property

This is to let you know you are in illegal possession of my personal effects present in my vehicle of registration number (your vehicle's registration number). The personal property in the vehicle seized remains out of your legal possession, and I am its lawful owner.

I demand that you hand over my belongings to me at your expense. I expect to repossess my effects within the next week i.e (the date). Your failure to comply with this demand will result in a legal action against your company.

Consider this as a precursor to a lawsuit. Might I remind you that it is in our common interest to settle this matter amongst ourselves, before it reaches the desk of a judge.

Sincerely

Your signature

[Your full name]