



THG Suggested OTD Email Template for USED Cars:

NOTE: Contact the Dealers Internet Sales Manager and ask for their Email. Create an Email address you can use for Car Shopping (to avoid dealers spamming your inbox later) Do NOT send your contact number! Only communicate via Email. Now, Email the Internet Manager with the Following:

Hello "Insert Dealer contact name",

I am emailing you to request a price on a (year, make, model, trim) you currently show on your lot. I'm looking for a bid from you as outlined below. I look forward to your prompt response as I want to get this deal done ASAP.

1. Is the vehicle actually on the lot, and is it available for a (PPI) Pre-purchase Inspection?
2. List any additional fees I will have to pay that are not already included on the advertised listing.
3. Are there any dealer add-ons or products I will be required to pay for?
4. List any available Dealer Discounts that apply to this vehicle.
5. Are the listed Miles accurate, and is there any remaining manufacturer warranty on the vehicle?
5. Finally, List an OTD (Out the Door) Price including state taxes, title transfer, and all fees.

I will need the above information to make a good decision:

Thank You!

Insert your name here