

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Department of Motor Vehicles]
[Address of DMV]
[City, State, Zip Code]

Subject: CDL Permit Application

Dear [DMV Official's Name or "To Whom It May Concern"],
I am writing to formally request a Commercial Driver's License (CDL) permit. I have completed the necessary requirements and am eager to proceed with my application.

Please find the required documents attached:

- Completed CDL application form
- Proof of identity (e.g., birth certificate, passport)
- Proof of residency (e.g., utility bill, lease agreement)
- Medical examination report
- Payment for application fees

I appreciate your assistance in this matter and look forward to your prompt response regarding my application status.

Thank you for your attention.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]