

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Title]
[Department/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent and purpose for obtaining a Commercial Driver's License (CDL) permit. As someone who is passionate about pursuing a career in the trucking and transportation industry, I believe that acquiring a CDL is a crucial step towards achieving my professional goals.

My interest in the transportation sector stems from [briefly explain your background or experience related to driving, logistics, or transportation]. I am committed to ensuring safety and efficiency on the road, and I understand the responsibilities that come with operating a commercial vehicle.

Obtaining a CDL permit will allow me to [explain your goals, such as securing a job, gaining experience, or contributing to a specific field]. I am dedicated to undergoing the necessary training and education to ensure that I am well-prepared to meet industry standards.

I kindly request your support and guidance in the process of obtaining my CDL permit, and I appreciate any information you can provide regarding the necessary steps and requirements. Thank you for considering my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]