

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

[Recipient's Name]
[Department of Motor Vehicles/Relevant Authority]
[Address]
[City, State, ZIP Code]

Subject: Application for Driver's License Registration

Dear [Recipient's Name],

I am writing to formally apply for the registration of my driver's license. Below are my details for your reference:

- ****Full Name****: [Your Full Name]
- ****Date of Birth****: [Your Date of Birth]
- ****Address****: [Your Address]
- ****Identification Number****: [Your ID Number]
- ****Previous License Number (if applicable)****: [Previous License Number]

I have enclosed the necessary documents, including:

1. Proof of Identity (e.g., passport, birth certificate)
2. Proof of Residency (e.g., utility bill, lease agreement)
3. Completed application form
4. Payment for registration fee

I kindly ask you to process my application at your earliest convenience.

If you need any further information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]