

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

[Recipient's Name]
[Department Name]
[Authority's Address]
[City, State, Zip Code]

Subject: Appeal for Driving License Renewal Denial

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally appeal the denial of my driving license renewal, which I received on [date of denial notification].

I understand that my renewal was denied due to [reason for denial], but I would like to provide additional information that may clarify my situation. [Briefly explain your circumstances, providing evidence or supporting documentation if applicable].

I kindly request that you reconsider my application based on this information. I have always maintained a good driving record and take road safety very seriously.

Thank you for your attention to my appeal. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]