[Your Name] [Your Address] [City, State, ZIP Code] [Email Address] [Phone Number] [Date] [Department of Motor Vehicles] [Office Address] [City, State, ZIP Code] Subject: Request for Driver's License Renewal Form Dear [Recipient's Name or "To Whom It May Concern"], I hope this letter finds you well. I am writing to request a driver's license renewal form as my current license is set to expire on [expiration date]. Please send the necessary form to my address listed above or provide information on how I can obtain it online. Thank you for your assistance. Sincerely, [Your Name]