

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

Driver and Vehicle Licensing Agency

[DVLA Address]  
[City, Zip Code]

Dear Sir/Madam,

Subject: Request for Name Change on Driving License

I am writing to formally request a change of name on my driving license.

My current details are as follows:

- Full Name: [Your Current Full Name]
- Date of Birth: [Your Date of Birth]
- Driving License Number: [Your License Number]

I have recently changed my name due to [reason for the name change, e.g., marriage, divorce, etc.], and I would like my driving license to reflect my new name, which is [Your New Full Name].

Enclosed with this letter are copies of the relevant documents that support my request, including:

1. [Type of document, e.g., marriage certificate, deed poll, etc.]
2. [Any other supporting documents]

Please let me know if you require any further information or documentation to process this request. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]