

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

Customer Services

DVLA

Swansea

SA99 1AD

Dear Sir/Madam,

Subject: Application for Replacement Driving License

I am writing to request a replacement for my lost driving license. My details are as follows:

- Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Address]
- Driver Number: [Your Driver Number, if known]

Unfortunately, I misplaced my driving license on [date you lost it], and despite thorough searching, I have been unable to locate it.

I have enclosed a completed D1 application form and the necessary payment for the replacement fee. Please let me know if you require any additional information or documentation.

Thank you for your assistance in this matter.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]