

[Your Name]
[Your Address]
[City, Postcode]
[Email Address]
[Phone Number]
[Date]

Driver and Vehicle Licensing Agency (DVLA)
Swansea
SA99 1AR

Dear Sir/Madam,

Subject: Application for Driving License

I am writing to apply for a driving license and would like to provide the necessary information and documentation as required by the DVLA.

1. **Personal Details:**

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]
- National Insurance Number: [Your National Insurance Number]

2. **License Type:**

I am applying for a: [Specify type of driving license, e.g., provisional/full]

3. **Supporting Documents:**

Enclosed are the following documents:

- Proof of identity (e.g., passport or birth certificate)
- Proof of address (e.g., utility bill or bank statement)
- Completed D1 application form

4. **Payment:**

I have enclosed a payment of [Amount] for the application fee.

Please process my application at your earliest convenience. Should you require any further information or additional documentation, please do not hesitate to contact me via the details provided above.

Thank you for your attention to this matter.

Yours sincerely,

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