

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

Driver and Vehicle Licensing Agency  
Dolphin House  
Wales  
SA99 1BA

Subject: Appeal Against Driving License Decision

Dear Sir/Madam,

I am writing to formally appeal the decision made regarding my driving license (License Number: [Your License Number]). I received notification on [Date of Notification] that my application/renewal was [rejected/suspended/withdrawn] due to [reason provided by DVLA].

I would like to provide further information to support my case and respectfully request a reconsideration of your decision. [Explain your circumstances, including any relevant details that justify your appeal. Provide any supporting evidence, if applicable.]

I understand the importance of road safety and assure you that I am committed to adhering to all regulations. I would greatly appreciate the opportunity to discuss this matter further or to present any additional information that may aid my appeal.

Thank you for your time and consideration. I look forward to your prompt response.

Yours sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]