

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

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

Dear Sir/Madam,

****Subject: Driving Entitlement Query****

I hope this letter finds you well. I am writing to seek clarification regarding my driving entitlement. My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Driving Licence Number: [Your Driving Licence Number]
- Address: [Your Address]

I would like to know about my current driving entitlements and any restrictions that may apply to my licence. Additionally, if there are any outstanding issues or requirements that I need to address, please inform me at your earliest convenience.

Thank you for your assistance. I look forward to your prompt response.

Yours sincerely,

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