

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Agency/Organization Name]
[Address]
[City, State, Zip Code]

Subject: Compliance with Ignition Interlock Device Requirements

Dear [Recipient Name],

I am writing to provide verification of my compliance with the ignition interlock device (IID) requirements as mandated by [relevant law or court order].

I have successfully installed the IID in my vehicle on [installation date] and have met all necessary requirements, including regular maintenance and calibration checks as per the specified timeline.

Attached are copies of the maintenance records and calibration reports for your review.

I understand the importance of adhering to these regulations and am committed to maintaining full compliance throughout the duration of my IID program.

Thank you for your attention to this matter. Please let me know if you require any further documentation or information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]