

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

Tennessee Department of Safety and Homeland Security
P.O. Box 945
Nashville, TN 37202

Subject: Driver's License Renewal Request

Dear [Recipient's Name or "To Whom It May Concern"],
I am writing to request the renewal of my Tennessee driver's license,
which is set to expire on [expiration date]. Below are my personal
details for your reference:

- Full Name: [Your Full Name]
- Driver's License Number: [Your License Number]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]

Enclosed with this letter are the required documents, including:

- A completed driver's license renewal application form
- A copy of my current driver's license
- Proof of residency (e.g., utility bill)
- Payment for the renewal fee

Please let me know if you require any additional information or
documents.

Thank you for your assistance.

Sincerely,

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