

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

Tennessee Department of Safety and Homeland Security
[Relevant Office or Division]
[Office Address]
[City, State, Zip Code]

Subject: Request for Driver's License Renewal

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]. My full name is [Your Full Name], and my driver's license number is [Your License Number].

I have attached the required documents, including [list any documents you are including, e.g., proof of identity, proof of residency, payment for renewal fee].

Please let me know if you require any further information. I appreciate your assistance in this matter.

Sincerely,

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