

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

Tennessee Department of Safety and Homeland Security
[Department Address]
[City, State, ZIP Code]

Dear Sir/Madam,

Subject: License Renewal Request

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 license number is [Your License Number].

I have enclosed the necessary documents for your review:

- [List of documents, e.g., copy of current license, proof of residency, etc.]

Please let me know if any additional information or documents are required to process my renewal. I appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention to my request.

Sincerely,

[Your Signature]

[Your Printed Name]