

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

Tennessee Department of Safety and Homeland Security

[Office Address]
[City, State, Zip Code]

Subject: Request for Tennessee Identification Card

Dear Sir/Madam,

I am writing to request a Tennessee Identification Card. Please find the necessary information and documents attached for your consideration.

Full Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Social Security Number: [Your SSN]

Address: [Your Address]

Phone Number: [Your Phone Number]

Attached Documents:

1. Proof of Identity (e.g., Birth Certificate, Passport)
2. Proof of Residency (e.g., Utility Bill, Lease Agreement)
3. [Any additional documents]

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require further information.

Thank you for your assistance.

Sincerely,

[Your Name]