

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Tennessee Department of Safety and Homeland Security]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Request for Driving Behavior Assessment

I am writing to formally request a driving behavior assessment as part of my [reason for request, e.g., reinstatement of my driving privileges]. My driver's license number is [Your License Number].

Due to [briefly explain your situation, e.g., prior incidents, license suspension, etc.], I understand that an assessment is necessary to evaluate my current driving behavior and ensure that I am fully prepared to operate a vehicle safely.

I am committed to improving my driving habits and demonstrating responsible behavior behind the wheel. Please let me know the steps I need to take to facilitate this assessment.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]