

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

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

Subject: Request for License Replacement

Dear Sir/Madam,

I am writing to request a replacement for my Tennessee driver's license, which was [lost/stolen/damaged] on [date of incident]. My license number is [your license number], and my date of birth is [your date of birth]. I have taken the necessary steps to report the loss/theft and have verified my identity. I am enclosing the required documents and a payment of [amount] for the replacement fee.

Please let me know if you need any additional information to process my request.

Thank you for your assistance.

Sincerely,
[Your Name]