

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

[Department of Motor Vehicles]  
[Address of DMV]  
[City, State, Zip Code]

Subject: Request for Change of Vehicle Registration Address

Dear Sir/Madam,

I am writing to request a change of address for my vehicle registration.  
Below are my current details:

- Name: [Your Name]
- Vehicle Registration Number: [Your Vehicle Registration Number]
- Current Address: [Your Current Address]
- New Address: [Your New Address]

Please update your records to reflect this change. I have attached a copy of my proof of address for your reference.

Thank you for your prompt attention to this matter.

Sincerely,

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