

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

Vermont Department of Motor Vehicles

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

Subject: Renewal of Driver's License

Dear [DMV Official's Name or "To Whom It May Concern"],

I am writing to request the renewal of my Vermont driver's license. My current license number is [Your License Number], and it is set to expire on [Expiration Date].

I have enclosed the necessary documents, including:

- A completed renewal application form
- A copy of my current driver's license
- Payment for the renewal fee

Please let me know if any additional information or documentation is required. I appreciate your assistance in processing my renewal request. Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]