

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

West Virginia Division of Motor Vehicles

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

Subject: Drivers License Renewal Application

Dear West Virginia DMV,

I am writing to request the renewal of my West Virginia driver's license, which is set to expire on [Expiration Date]. My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Driver's License Number: [Your License Number]
- Address: [Your Address]

I have enclosed the required documents, including:

1. A copy of my current driver's license.
2. Proof of residency (e.g., utility bill).
3. Payment for renewal fee (check/money order).

Please let me know if you require any additional information or documentation. Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]