

# Application for Lost License Replacement

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Department of Motor Vehicles]

[Office Address]

[City, State, ZIP Code]

## **Subject: Application for Replacement of Lost License**

Dear Sir/Madam,

I am writing to formally request a replacement for my lost driver's license. My details are as follows:

**Name:** [Your Full Name]

**Date of Birth:** [Your Date of Birth]

**License Number:** [License Number, if known]

**Issue Date:** [Issue Date of Original License]

Unfortunately, I lost my driver's license on [Date of Loss]. I have searched extensively but have been unable to recover it. I understand the importance of having a valid driver's license, and I would appreciate your assistance in issuing a replacement.

I have enclosed the necessary documents and the required fee for processing this request. Should you need any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

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

Sincerely,

[Your Name]