

# Verification Request for Commercial Driver License

Date: [Insert Date]

[Your Name]  
[Your Title]  
[Your Company/Organization]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]

[Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request verification of [Driver's Full Name]'s commercial driver license. We are currently performing due diligence as part of our hiring process, and it is essential to confirm the validity of the license.

Please provide the following details regarding the commercial driver license:

- License Number
- Issue Date
- Expiration Date
- Status (Valid/Expired/Suspended)

If additional information is needed for this verification, please do not hesitate to contact me at [Your Phone Number] or [Your Email].

Thank you for your assistance.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company/Organization]