

Taxi License Renewal Submission

Date: [Insert Date]

To: [Licensing Authority Name]

Address: [Licensing Authority Address]

Dear [Licensing Authority Contact Name],

I am writing to submit my application for the renewal of my taxi license, which is set to expire on [Insert Expiration Date]. My current license number is [Insert License Number].

As a dedicated taxi driver in [City/Area Name], I have maintained a good record of service and compliance with all local regulations. I have attached all relevant documents necessary for the renewal process, including:

- Completed renewal application form
- Proof of identity
- Proof of insurance
- Vehicle registration details
- Any other required documents

Please inform me if any additional information or documents are required for this process. I appreciate your prompt attention to this matter and look forward to your positive response.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]