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September 1, 2075

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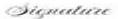
charley@you.mail

Dear Ms. Stokes,

We are writing to inform you that your driver's license has expired and is due for renewal. It is important to renew your license promptly to ensure you can continue driving legally.

If you have any questions or require assistance with the renewal process, please do not hesitate to contact us. You can reach us at [Your Company Email] or visit our office at the address mentioned above.

Thank you for your attention to this matter. We look forward to assisting you with the renewal of your driver's license and ensuring your continued safe and legal driving. Sincerely.



[Your Name]

Customer Service Representative

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# **Sample Request Letter For Drivers License**

Scott C. Dulebohn

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