

REQUEST FOR DRIVING ABSTRACT

[Date]

Department of Motor Vehicles
[Address]

RE: Driver's Record of:
Driver's License No.:
Driver's Date of Birth:

Dear Sir or Madam:

I would appreciate your forwarding to this office an abstract of the driving record of the above-referenced driver.

Enclosed is my check in the amount of \$_____ to cover the cost of processing this information.

I am also enclosing a self-addressed, stamped envelope for your convenience.

Sincerely,

SAMPLE