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JOHN MICHAEL POTTER
21 BETTWS-Y-COED ROAD
CARDIFF
CF23 6PH

Our records show that your driving licence, which must be renewed every 10 years by law, is due to expire.

Please use one of the options opposite or you may:

- end up paying a fine of up to £1,000
- not be able to get motor insurance
- face prosecution if you are stopped by the police

If you cannot use one of the options opposite, see **note E** on the back of this letter.

If you are a provisional licence holder, you must still renew your driving licence if you want to continue learning to drive.

If you no longer want to renew your licence, you should return your licence to us at DVLA, Swansea, SA99 1AB. Please include a letter explaining that you no longer want to drive.

Yours sincerely

John Hewson
Customer Services Manager

Reminder:

Your photocard driving licence is due to expire and you must renew your driving licence now

Your photocard driving licence expires at midnight on:
30/10/2024

Your driver number is: POTTE708017JM9EJ

Date: 04/09/2024

What you must do now:

Option 1

Apply online



Ensure you apply at the official GOV.UK website at:
www.gov.uk/renew-driving-licence
Pay by debit card or credit card.

You'll need:

- a valid UK passport or an online immigration status from the Home Office (we'll use the photo from your UK passport or you can upload your own)
- a valid debit card or credit card
- to sign in or create a driver and vehicles account

By using this service, you can be sure that you are dealing directly with DVLA. Your driving licence should arrive within a week if you apply online. If you've changed address or lost your licence, you can update this at the same time.

Option 2

In person at participating Post Office branches

Take this letter with your:

- driving licence (or tell them why you cannot produce it)
- payment (see **note A** on the back of this letter)

You'll have your photo taken at the counter and your application will be sent electronically to DVLA. If you've changed address or lost your licence, you can update this at the same time.

Find your nearest participating Post Office branch at
www.postoffice.co.uk/identity/renew-driving-licence
or phone 03457 223344.

If you require wheelchair access, please phone 0345 6112970 (or for Welsh speakers, 0345 7468469) to find your nearest accessible branch.