Dear Shaun,

I am writing this letter as requested in your letter dated 4th November 2019.

I would like to start by unreservedly apologising for the failure to renew my driving licence, I accept full responsibility and also understand the seriousness of this oversight. I would like to state that this was not a deliberate act, but an honest mistake which has caused my family considerable hardship financially, as I am the sole wage earner for my wife and for my children who are both under the age of 12.

In my defence I had not realised that my licence was due to expire this year and did not receive any renewal notices from the DVLA, had I had done so, then I would have immediately taken action. I have since contacted the DVLA and they told me that a renewal letter had been sent, but I can honestly say that this was never received by me.

I took steps to renew my licence as soon as you had notified me that it had expired and sent the renewal application to the DVLA, I am currently waiting for a new licence to be sent to me.

I hope that you will accept that this is totally out of character for me to fail to keep my documents up to date and I am sure that if you check your records you will see that I have never had any licensing issues before.

I understand that there had to be consequences for my error and as I have previously stated the current suspension has caused considerable financial difficulties for my family. I do accept full responsibility for this situation, but I would hope that my 13 years of previously unblemished work as a private hire driver will have some bearing on whatever decision is taken by the committee and I would appeal to be allowed to work again as soon as possible.

I would like to ask you to consider contacting Paul Le Huray at Torbay Taxis for a character reference, Paul has also kindly offered to accompany me to the licensing hearing.

Yours sincerely,				
 Marek Piewiszko				