

[Date]

[Driver's Full Name]

[Address Line 1]

[Address Line 2]

Subject: Official Guidelines for Graduated Driver Licensing (GDL) Program

Dear [Driver's Name],

Congratulations on reaching the [Learner/Intermediate] stage of the Graduated Driver Licensing program. This program is designed to help you gain driving experience under lower-risk conditions.

Please adhere to the following mandatory guidelines and restrictions during this phase:

- **Supervision:** You must be accompanied by a licensed driver aged [Age] or older at all times.
- **Curfew:** Operating a vehicle is prohibited between the hours of [Start Time] and [End Time].
- **Passenger Limit:** You may not carry more than [Number] passenger(s) under the age of [Age], excluding immediate family members.
- **Electronic Devices:** The use of mobile phones (including hands-free) and other electronic devices is strictly prohibited while driving.
- **Alcohol/Drugs:** A zero-tolerance policy is in effect for any detectable level of alcohol or controlled substances in your system.

Failure to comply with these restrictions may result in the suspension of your driving privileges, fines, or an extension of your current licensing phase.

You will be eligible to apply for your [Full/Next Stage] license on [Eligibility Date], provided you maintain a clean driving record and complete [Number] hours of supervised driving.

Drive safely and responsibly.

Sincerely,

[Authorized Signature]

[Name of Issuing Authority/Department]

[Contact Information]