

Subject: Instructions for Accessing Your Digital ID Card

Dear [Recipient Name],

We are pleased to inform you that your official Digital ID card is now available through our mobile application. This digital version serves as a valid form of identification and provides convenient access to our services.

To access your Digital ID, please follow these steps:

1. Download the **[Agency Name]** app from the Apple App Store or Google Play Store.
2. Open the app and log in using your credentials:
 - **Username:** [Username/ID Number]
 - **Temporary Password:** [Password]
3. Navigate to the "ID Card" or "Profile" section on the main dashboard.
4. Follow the prompts to verify your identity and activate your card.

For your security, please change your temporary password immediately after your first login. Your digital ID includes a secure QR code that can be scanned by authorized personnel whenever identification is required.

If you encounter any technical difficulties or have questions regarding your digital access, please contact our support team at [Phone Number] or [Email Address].

Sincerely,

[Sender Name]
[Title]
[Agency Name]