

Media Review Follow-Up

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous submissions regarding [Brief Description of Submission]. It has been [Insert Time Frame] since I submitted the materials, and I wanted to inquire if there have been any updates or feedback regarding the media review process.

Understanding your busy schedule, I greatly appreciate any information you can provide regarding the status of my submissions. If you need any further materials or information, please do not hesitate to ask.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]