

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Trade Association Name]
[Association Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my application for membership in [Trade Association Name], submitted on [application date]. I am eager to contribute to and benefit from the unique opportunities that your association offers.

Could you please provide an update on the status of my application? If there are any additional documents or information required, please let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]