

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

Consulate General/Embassy Name
Address of Consulate/Embassy
City, State, Zip Code

Dear Sir/Madam,

I am writing to inquire about the status of my visa application submitted on [insert application date] under the reference number [insert reference number]. I would appreciate any updates regarding my application progress.

If you require any further information or documentation, please do not hesitate to contact me at the information provided above.

Thank you for your attention to this matter.

Sincerely,
[Your Name]