

# Follow-Up on Export License Application

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Company Name]

[Insert Company Address]

Dear [Insert Recipient Name],

I hope this message finds you well. I am writing to follow up on our recent application for an export license for chemicals submitted on [Insert Submission Date].

As our intended shipping date approaches, we are eager to understand the status of our application. Timely access to the export license is crucial for our planning and operations.

Could you please provide us with an update regarding the progress of our application? If any further documentation or information is required from our side, do not hesitate to let us know.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]