

Follow-Up on Residential Construction Permit Status

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. I am writing to follow up on the status of my residential construction permit application submitted on [insert submission date]. The application reference number is [insert reference number].

As we are eager to proceed with our construction plans, I would appreciate any updates you could provide regarding the progress of our application. Please let me know if there are any additional documents or information you require from my side to expedite the process.

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

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]