

John Doe

123 Main Street

City, State, ZIP Code

Email: john.doe@example.com

Phone: (123) 456-7890

Date: [Insert Date]

[Recipient's Name]

[Museum's Name]

[Museum's 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 the Museum Curator position I submitted on [Insert Date of Application]. I am very eager about the opportunity to contribute to [Museum's Name] and to further the mission of engaging the community through curated exhibitions.

I am excited about the possibility of bringing my experience in [specific experience related to the position] to your team. If there are any updates regarding my application status, I would greatly appreciate your insights.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,

John Doe