

Library Hold Status Inquiry

Date: [Insert Date]

Dear [Librarian's Name or Library Staff],

I hope this message finds you well. I am writing to inquire about the status of my hold request for the following library materials:

- Title: [Insert Book Title 1] - ISBN: [Insert ISBN]
- Title: [Insert Book Title 2] - ISBN: [Insert ISBN]

My library account number is: [Insert Account Number].

I would appreciate any updates regarding the availability of these materials. Thank you for your assistance!

Sincerely,

[Your Name]

[Your Contact Information]

[Your Library Card Number]