

Inquiry About Marriage Certificate Status

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Office/Agency Name]

[Office Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the status of my marriage certificate that I applied for on [Date of Application]. My details are as follows:

- **Full Name:** [Your Full Name]
- **Spouse's Name:** [Spouse's Full Name]
- **Date of Marriage:** [Date of Marriage]
- **Reference Number (if applicable):** [Reference Number]

I would appreciate any updates you can provide regarding the processing of my certificate.

Thank you for your assistance.

Sincerely,

[Your Name]