

Date: [Insert Date]

To:

[Embassy Name]

[Embassy Address]

[City, State, ZIP Code]

Subject: Follow-Up on Visa Renewal Application

Dear [Embassy Official's Name],

I hope this message finds you well. I am writing to follow up on my visa renewal application submitted on [Insert Submission Date]. My application reference number is [Insert Reference Number].

As my current visa is nearing its expiration date, I would greatly appreciate any updates regarding the status of my application. If any further information or documentation is required, please do not hesitate to contact me.

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

Sincerely,

[Your Full Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]