

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

Dear [Consular Officer's Name],

I hope this message finds you well. I am writing to follow up on the status of my visa application, submitted on [Submission Date], under the reference number [Application Reference Number].

As per the expected processing times provided by your office, I was hoping to receive a decision by now. The delay is causing some concern as I have important travel plans scheduled for [Travel Dates].

I would greatly appreciate any updates you could provide regarding my application status. Thank you for your attention to this matter.

Sincerely,

[Your Name]