Request for Clarification on Visa Decision Delay

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Consulate General/Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

Dear Sir/Madam,

I hope this message finds you well. I am writing to formally request clarification regarding the delay in the decision on my visa application submitted on [Insert Application Date] under reference number [Insert Reference Number].

I understand that processing times may vary; however, I have not received any updates and am concerned about the uncertainty surrounding my application. Having planned my travel for [insert purpose of travel], any clarity you could provide would be greatly appreciated.

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

Sincerely,

[Your Name]