

Follow-Up on Document Processing

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Embassy Name]

[Embassy Address]

[City, State, ZIP Code]

Dear [Embassy Official's Name],

I am writing to follow up on the status of my document processing, which I submitted on [Insert Submission Date]. The reference number for my application is [Insert Reference Number].

I would greatly appreciate any updates regarding the progress of my application, as it is crucial for my upcoming plans.

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

Sincerely,

[Your Name]