

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Agency/Department Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

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

It has been [number of weeks/months] since my application was submitted, and I would appreciate any updates regarding its status. I understand that processing times can vary, but I am eager to know if any further information or documentation is required from my side to facilitate the process.

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

Sincerely,

[Your Name]