

Subject: Follow-Up on Job Application: Contract Extension

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to follow up on my recent application for the [Job Title] position, submitted on [Submission Date]. I am very excited about the opportunity to join [Company Name] and contribute to [specific project or goal related to the job].

As I have not yet received a response regarding my application, I wanted to inquire if there have been any updates on my candidacy or the hiring timeline.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Warm regards,

[Your Name]

[Your Phone Number]

[Your Email Address]