

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Lender's Name]  
[Lender's Company]  
[Company Address]  
[City, State, ZIP Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to follow up on my loan application submitted on [date of application]. I am eager to know the status of my application and if any further information is required from my side to expedite the process.

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

Sincerely,  
[Your Name]