

Licensing Agreement Status Inquiry

Date: [Insert Date]

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

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the status of the licensing agreement between [Your Company Name] and [Recipient Company Name] dated [Insert Date of Agreement]. We value our partnership and would appreciate any updates you can provide regarding the progress of the agreement.

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

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]