

Inquiry Regarding Child Tax Benefit Application Status

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I am writing to inquire about the status of my Child Tax Benefit application submitted on [Date of Application]. My application reference number is [Reference Number].

As a [single parent/family], I rely on this benefit to support my children, and I would greatly appreciate any updates regarding the progress of my application.

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

Sincerely,

[Your Name]