

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to inquire about the status of my application for the [Job Title] position I applied for on [Application Date]. I am very enthusiastic about the opportunity to join [Company Name] and contribute to your team.

If there are any updates regarding my application status or the hiring timeline, I would greatly appreciate it if you could let me know.

Thank you for considering my application. I look forward to your response.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]