

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to inquire about the status of my loan application submitted on [application date] for [type of loan]. It has been [duration] since my application was submitted, and I have not yet received an update.

If possible, I would appreciate any information you can provide regarding the progress of my application and any additional steps I may need to take to expedite the process.

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

Sincerely,

[Your Name]