

[Your Name]

[Your Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Veterinary Clinic Name]

[Clinic Address]

[City, State, Zip]

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to follow up on my application for the Veterinary Assistant position that I submitted on [Date of Application Submission]. I am very enthusiastic about the opportunity to join [Veterinary Clinic Name] and contribute to your team's dedication to providing exceptional care to animals.

Having a strong passion for animal care, along with my relevant experience and skills, I believe I would be a valuable addition to your staff. I am eager to bring my abilities in [mention any relevant skills/experience] to your clinic.

If you have any updates regarding my application status, I would greatly appreciate hearing from you. Thank you for your time and consideration.

Sincerely,

[Your Name]