

Follow-Up on Utility Efficiency Rebate Program

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am following up regarding my application for the utility efficiency rebate program submitted on [Insert Submission Date]. I wanted to check on the status of my application and see if any further information is needed from my side.

This program is important to me as it aligns with my commitment to sustainability and energy efficiency. I appreciate your assistance in processing my application and look forward to any updates you may have.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need any additional information.

Best regards,

[Your Name]

[Your Address]

[City, State, Zip Code]