

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name/Title]
[Agency/Department Name]
[Agency Address]
[City, State, ZIP Code]

Subject: Inquiry Regarding BNO Passport Application Status

Dear [Recipient's Name/Title],

I hope this message finds you well. I am writing to inquire about the status of my British National (Overseas) passport application submitted on [Submission Date].

My application reference number is [Application Reference Number]. I submitted my application along with the required documents as per the guidelines.

As I have not received any updates regarding my application, I would appreciate any information you could provide regarding its current status or any further steps I may need to take.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]