

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my application for the BPO position I interviewed for on [Interview Date]. I am very excited about the opportunity to join [Company's Name] and contribute to your team with my skills and experience.

I am eager to know if there have been any updates regarding my application status. Please let me know if you require any further information from my side. Thank you for considering my application. Looking forward to your response.

Best regards,

[Your Name]