

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

Subject: CBP Loan Processing Status

Dear [Recipient Name],

I am writing to request the current status of my CBP loan application submitted on [date of application]. My loan reference number is [loan reference number].

I would appreciate any updates regarding the processing timeline, additional documentation needed, or any other pertinent information.

Thank you for your assistance.

Sincerely,

[Your Name]