

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

[Recipient Name]
[Department of Homeland Security]
[Office Address]
[City, State, Zip Code]

Subject: DHS Application Submission Timeline

Dear [Recipient Name],

I am writing to inquire about the timeline for submitting my application for [specific program or service, e.g., DACA, TPS, etc.]. I would like to ensure that I adhere to all deadlines and requirements set forth by the Department of Homeland Security.

Specifically, I am interested in the following information:

1. The application submission deadline for [specific program].
2. Any important dates related to the processing of applications.
3. Notifications for applicants regarding the status of their submissions.

I appreciate your assistance in providing clarity on these points, as I want to ensure my application is processed without delays.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]