

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

Dear [Mortgage Lender's Name],

I hope this message finds you well. I am writing to follow up on my mortgage application submitted on [submission date] for the property located at [property address].

As it has been [number of weeks/days] since our last communication, I wanted to inquire about the status of my application and if there are any additional documents or information needed from my end to facilitate the process.

I appreciate your attention to this matter and look forward to hearing from you soon.

Thank you for your assistance.

Sincerely,
[Your Name]