

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

[Recipient's Name]
[Recipient's Title]
[Recipient's Organization]
[Organization's Address]
[City, State, Zip Code]

Subject: Follow-Up on EORI Application - [Your EORI Application Reference Number]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my EORI application submitted on [Date of Submission]. As I have not yet received any updates regarding the status of my application, I would greatly appreciate any information you could provide regarding its progress.

[Optional paragraph: Include a brief description of your business and the importance of the EORI number for your operations.]

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

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company Name, if applicable]