

[Your Name]

[Your Address]

[City, Province, Postal Code]

[Email Address]

[Phone Number]

[Date]

Immigration, Refugees and Citizenship Canada

[Office Address]

[City, Province, Postal Code]

Subject: Inquiry Regarding Application Status - [Application Number]

Dear Sir/Madam,

I hope this letter finds you well. I am writing to inquire about the status of my application for [type of application, e.g., Permanent Residence, Work Permit] submitted on [submission date]. My application number is [Application Number].

I understand that processing times may vary; however, I would appreciate any updates regarding my application's current status and anticipated processing time.

Thank you for your time and assistance. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]