

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

[Date]
[IHSS Office Name]
[Office Address]
[City, State, Zip Code]

Dear [IHSS Caseworker's Name or "IHSS Office"],
I hope this letter finds you well. I am writing to inquire about the status of my In-Home Supportive Services (IHSS) benefits application submitted on [date of application].

I would like to request any updates regarding my case and any additional information or documentation that may be required from my side to expedite the processing of my application.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Case Number (if applicable)]