

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

[National Visa Center]
31 Rochester Ave Suite 200
Portsmouth, NH 03801-2909

Subject: Request for Updates on NVC Processing for Case [Your Case Number]

Dear Sir/Madam,

I hope this letter finds you well. I am writing to inquire about the status of my visa application currently processing at the National Visa Center. Below are the pertinent details regarding my case:

- Principal Applicant's Name: [Your Full Name]
- Case Number: [Your Case Number]
- Date of Birth: [Your Date of Birth]
- Relationship to Petitioner: [Your Relationship to the Petitioner]

I understand that the NVC processes a significant number of visa applications, and I appreciate the hard work of your team. However, I would like to request any updates regarding my case's progress, including any outstanding documents or additional information required for further processing.

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)]