

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Organization's Name]
[Organization's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Follow-Up on Old Age Security Application

I hope this letter finds you well. I am writing to follow up on my application for Old Age Security, submitted on [date of application].

As I understand, the processing time is approximately [duration], and I wanted to check if there have been any updates regarding my application status. My application reference number is [reference number].

If there are any additional documents required or if further information is needed, please let me know, and I will provide it promptly.

Thank you for your assistance. I look forward to your response.

Sincerely,
[Your Name]