

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

[Recipient Name]  
[Company/Organization Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the status of my application for the [specific job title] position at [Company/Organization Name] that I submitted on [submission date].

As a person with a disability, I am eager to explore opportunities in your organization. I believe my skills in [mention relevant skills or experience] align well with the values and goals of your team.

I would appreciate any updates regarding my application status or the selection timeline. Thank you for your attention to this matter, and I look forward to hearing from you soon.

Sincerely,  
[Your Name]