

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Organization/Agency Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to follow up on my application for the RDP house submitted on [Submission Date].

As I have not yet received any updates regarding the status of my application, I would greatly appreciate any information you could provide. I am eager to know the next steps in the process and any additional details that may be required from my side.

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

Sincerely,

[Your Name]