

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

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

Dear [Recipient's Name],

Subject: Follow-Up on UFC Lawsuit

I hope this letter finds you well. I am writing to follow up on the lawsuit regarding [brief description of the lawsuit] that was filed on [date of filing].

As we have not received any updates since our last correspondence on [date of last update], I would appreciate any information regarding the current status of the case and any upcoming proceedings.

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]