

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

[Consulate or Embassy Name]  
[Consulate or Embassy Address]  
[City, State, Zip Code]

Dear [Consular Officer's Name],

Subject: Follow-Up on Visa Interview - [Your Full Name], Case Number:  
[Your Case Number]

I hope this message finds you well. I am writing to follow up regarding my visa interview that took place on [Date of Interview] for a [Type of Visa] visa. During the interview, I was informed that my application would be processed, and I would receive further instructions soon. As of today, I have not yet received any updates regarding my application status. I would like to kindly request any information or updates you can provide about my case.

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]  
[Your Passport Number]